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2015-2016 Senators Present: Annette Kuhlmann and Brad Wilson, UW-Baraboo/Sauk County; Troy Kozma, UW-Barron County; Lucas Dock, UW Colleges Online; Mike Winkler, UW-Fond du Lac; Kathy Immel, Evan Kreider, and Juli McGuire, UW-Fox Valley; Jessica Van Slooten, UW-Manitowoc; Holly Hassel, UW-Marathon County; Mark Klemp and Roseann Stenstrup, UW-Marinette; Caleb Bush, Steve Kaiser, and Jeff Verona, UW-Marshfield/Wood County; Marnie Dresser UW-Richland; Michael Gorman and Bob Hein, UW-Rock County; Matt Raunio and Kay Sbabaro, UW-Sheboygan; Christi Larson and Mark Peterson, UW-Washington County; Julianna Alitto, Ron Gulotta, Margaret Hankenson, and Tony Landowski, UW-Waukesha

2015-2016 Senators Absent: Marcy Dickson, UW Colleges Online; Kristi Wilkum, UW-Fond du Lac; Joanne Giordano and Penny Workman, UW-Marathon County

2015-2016 Alternates Present: Katie Kalish (Workman), UW-Marathon County; Lisa Schreibersdorf (Wilkum), UW-Fond du Lac; Melissa Smiley (Dickson), UW Colleges Online

2014-2015 Senators Present: Annette Kuhlmann, UW-Baraboo/Sauk County; Troy Kozma, UW-Barron County; Lucas Dock, UW Colleges Online; Lisa Schreibersdorf and Mike Winkler, UW-Fond du Lac; Kathy Immel, Evan Kreider, and Juli McGuire, UW-Fox Valley; Julie DeZeeuw and Jessica Van Slooten, UW-Manitowoc; Rose Brust, Holly Hassel, and Katie Kalish, UW-Marathon County; Mark Klemp and Roseann Stenstrup, UW-Marinette; Caleb Bush, Steve Kaiser, and Jeff Verona, UW-Marshfield/Wood County; Michael Gorman and Bob Hein, UW-Rock County; Matt Raunio and Kay Sbabaro, UW-Sheboygan; Christi Larson and Mark Peterson, UW-Washington County; Julianna Alitto, Ron Gulotta, and Margaret Hankenson, UW-Waukesha; Graham Pearce, Student Senators

2014-2015 Senators Absent: Marcy Dickson, UW Colleges Online; Joanne Giordano, UW-Marathon County; Faye Peng, UW-Richland; Christiana Kmecheck and Wayne Mortenson, Student Senators

2014-2015 Alternates Present: Marnie Dresser (Peng), UW-Richland; Marly Harmeling (Mortenson), Student Senator; Tony Landowski (Giordano), UW-Waukesha; Amy Pearce (Kmecheck), Student Senator; Melissa Smiley (Dickson), UW Colleges Online

Others Present: Greg Ahrenhoerster, 2014-2015 Chairs’ Representative; Rich Barnhouse,
1) The April 24, 2015 meeting of the UW Colleges Senate was called to order at 1:18 p.m. by UW Colleges Senate Steering Committee (SSC) Chair Mark Peterson.

2) UW-Fox Valley Associate Professor Bill Gillard expressed his sincere welcome to the 2015-2016 and 2014-2015 senators, saying that the campus was as honored to host the Senate as he was to address the group, especially the incoming senators. Explaining that he had been both a senator and Steering chair, Gillard said he missed working with the group. The Senate is a very important body, Associate Professor Gillard stated, and a lot of trust is given to it; he asked that the senators act within that trust, seek out leadership roles, and speak up to issues. When the Senate works well, it does so for all, Associate Professor Gillard concluded.

3) Roll Call of 2015-2016 Senate and Introduction of Alternates. Assistant to the Senate Linda Baum circulated the roll sheet. SSC Chair Mark Peterson introduced the new senators (Attachment 2) and the alternates for the 2015-2016 Senate meeting: Academic Staff Senator Tony Landowski (UW-Waukesha), Classified Staff Senator Brad Wilson (UW-Baraboo/Sauk County), and Faculty Senator Marnie Dresser (UW-Richland). New Faculty Senators Kristi Wilkum (UW-Fond du Lac) and Penny Workman (UW-Marathon County) were introduced but unable to attend. Katie Kalish (UW-Marathon County) was serving as alternate for Penny Workman, Lisa Schreibersdorf (UW-Fond du Lac) was acting for Kristi Wilkum, and Melissa Smiley (UW Colleges Online) was attending for AS Senator Marcy Dickson (UW Colleges Online).

4) Elections for 2015-2016 committees were held.

a) There was one nomination statement for Senate Steering Chair included in the materials (Attachment 3). No further nominations were made and Senator Holly Hassel was unanimously elected [Peterson/Kalish].

b) SSC Chair Peterson called attention to the table of faculty senator committee preferences and list of academic staff and classified staff senator committee placements (Attachment 4) in the materials. The listings were moved as a complete slate and unanimously elected [Kozma/Stenstrup].

Election results for senators serving on the 2015-2016 Senate or Faculty Council of Senators standing committees are as follows:
c) Chair Mark Peterson called attention to the nomination statements *(Attachment 5)* in the Senate materials to start the process of filling Senate Bylaws Committees openings.

   i) Senate Assessment Committee. A slate consisting of Greg Ahrenhoerster (Professor, English, UW-Waukesha) and Jayant Anand (Associate Professor, Anthropology-Sociology, UW-Barron County) carried by unanimous vote [Kozma/Kalish].

   ii) Senate Curriculum Committee. The Senate unanimously moved a slate formed by Richard Brunson (Assistant Professor, Music, UW-Marshfield/Wood County), Missy Skurzewski-Servant (Associate Professor, HESA, UW-Sheboygan), and Jeff Kleiman
iii) Senate Professional Development Committee. Ballots were taken and placed Natural Sciences and Mathematics Division faculty member Talitha Selby (Assistant Professor, Chemistry, UW-Washington County) and Humanities Division OR Natural Sciences and Mathematics Division faculty member Bill Gillard (Associate Professor, English, UW-Fox Valley) onto the slate. Other members of the slate consisted of Donald Schwartz (Lecturer, Political Science, UW-Washington County) and Kitty Kingston (Professor/Chair, Art, UW-Marshfield/Wood County). The slate was unanimously adopted [Kozma/Hassel]. [This membership was modified at the 2015-05-06 Senate Steering Committee meeting due to restrictions on membership not noticed during the Senate meeting.]

iv) Senate BAAS Curriculum Committee. A vote determined that Yongqing Wang (Associate Professor, Economics, UW-Waukesha) would be the Social Sciences Division member of the slate. Other slate members were Joel Friederich (Associate Professor, English, UW-Barron County) and Christa James-Byrnes (Professor, Engineering, UW-Barron County). The slate was moved and carried by unanimous vote [Kozma/Van Slooten].

v) Senate BAAS Assessment Committee. Prior communication between one nominee and Senate Assistant Linda Baum resulted in a nomination removal, as at this point she had already been named to her limit of two Senate committees. The slate as it remained passed by unanimous vote [Kozma/Hassel]. Another call will be made to complete the committee.

5) The 2015-2016 Senate was adjourned at 1:37 p.m. when their business was concluded.

6) The meeting of the 2014-2015 UW Colleges Senate was called to order at 1:37 p.m. by UW Colleges Senate Steering Committee (SSC) Chair Mark Peterson.

7) SSC Chair Peterson introduced the alternates for the 2014-2015 Senate meeting. Marnie Dresser (UW-Richland) attending for Faye Peng (UW-Richland); Marly Harmeling, SGC Executive Director, for Wayne Mortenson (SGC Vice President); Tony Landowski (UW-Waukesha) acting on behalf of Joanne Giordano (UW-Marathon County); Amy Pearce, student at UW-Marshfield/Wood County, for Christiana Kmecheck (SGC Financial Director); and Melissa Smiley (UW Colleges Online) as alternate for Marcy Dickson (UW Colleges Online).

8) The agenda (Attachment 1) for the April 24, 2015 meeting of the UW Colleges Senate was amended to remove item 11.a and then approved unanimously [Kozma/Gulotta].

9) The minutes of the March 20, 2015 meeting of the UW Colleges Senate held at UW-Fond du Lac (posted in Public Folders and http://www.uwc.edu/employees/senate/meetings) were approved by unanimous voice vote [Kozma/Van Slooten].
10) Reports

a) Chancellor Cathy Sandeen first stated that all those who were involved with planning and hosting the Board of Regents meeting at UW-Waukesha should be recognized for their work and all the positive feedback we have received. The chancellor had given an overview of UW Colleges and UW-Extension to the Regents that highlighted the institutions in a very positive way. A link is available online. Chancellor Sandeen reported that she has been involved in a lot of advocacy on behalf of UW Colleges regarding the budget situation. She has received positive feedback for her fact based with no hyperbole approach. She has met with county boards, foundations, and the Board of Visitors to share the situation so they in turn speak on behalf of the institution. The meetings have had a positive impact, she said. The chancellor also mentioned the Town Hall that had been held the previous Monday, April 20, 2015, and said that she plans to schedule at least one listening session. Chancellor Sandeen related that she is concerned about the low morale stemming from the proposed budget reductions and surrounding situation. She asked that everyone be careful that it does not impact students. When cuts are eventually made, everything possible will be done to preserve the student experience. Current and future recruitment must not be damaged, she cautioned. Academic components and student needs will be preserved. The mission of UW Colleges is too important and must go on, Chancellor Sandeen said; the tone set now helps determine the future one way or the other.

b) Provost and Vice Chancellor for Academic and Student Affairs Greg Lampe pointed out the location of his written report (Attachment 6) in the Senate materials. He briefed the Senate on his report regarding the Budget Planning Task Force, noting he had described what the task force did, how they processed the information they reviewed, and where senators could go for additional information. The Bachelor of Applied Arts and Science (BAAS) degree completion program will have its first eight graduates in May, said the provost, and he will personally confer the degrees at each of the graduation ceremonies at the BAAS degree offering campuses. There will be eight more graduates of the program in December. New articulation agreements are being signed between the UW Colleges BAAS offering campuses and Wisconsin Technical College System (WTCS) partners due to the UW Colleges’ increased ability to enroll WTCS students in the BAAS degree completion program. BAAS enrollments have doubled since last year; should they double again as anticipated with the marketing of the WTCS partnerships, enrollments will reach 200 which is the breakeven point for the program and ahead of schedule. Provost Lampe told the Senate that at the April Board of Regents meeting he presented a PowerPoint presentation on the BAAS degree program to the Education Committee. At the end of his presentation, the provost was asked by Regent Mark Bradley about the possible expansion of the BAAS degree completion program UW Colleges-wide. The provost reminded Regent Bradley that the Regents had set a five-year period between the implementation of the BAAS degree and requesting expansion; however, Provost Lampe informed the Senate that having the question raised there, in conjunction with all of the work that has been done to advance the BAAS degree completion program such as accreditation, helps to “set the stage” for asking to expand the program to additional campuses soon. The Wisconsin Department of Public Instruction (DPI) has provided a
new draft of the statutory language concerning Course Options. The draft does not change how the courses are paid for, but one change it does make is placing local school boards/district offices in charge of processing applications for Course Options programs. On May 6 Provost Lampe, along with representatives from the UW Colleges and UW-Oshkosh, are scheduled to meet with State Superintendent of Schools Tony Evers and other members of the DPI to discuss changing the Course Options statute. UW System continues to advocate for a return to the original Course Options statute or at least allowing parents to pay for the Course Options courses. Chancellor Sandeen added that Senator Luther Olsen is a strong legislative advocate for returning the statute to its original form.

c) Associate Vice Chancellor for Academic Affairs Joe Foy noted his report (Attachment 7) and announced that the UW Colleges Colloquium will be June 3 at UW-Fox Valley. The theme will be “Moving Forward.” He encouraged everyone to watch the presentation Chancellor Sandeen gave to the Board of Regents speaking of her vision and advocacy on behalf of the institution; Foy congratulated Dr. Stalder (UW-Waukesha) on the Board of Regents 2015 Teaching Excellence Award, and mentioned how well Associate Professors Ellyn Lem and Tim Dunn (UW-Waukesha) had done discussing work-life balance on public radio. Further thanks were offered to all who submitted stories as requested. Associate Vice Chancellor Foy pointed out the UW System LEAP Assessment update and AAS Reimagining in his written report.

d) Associate Vice Chancellor of Student Affairs and Enrollment Management Rich Barnhouse distributed his report (Attachment 8). Stating that supporting the Budget Planning Task Force (BPTF) had taken a large part of his time the preceding month, he thanked those who were understanding and rescheduled meetings. The Student Governance Council (SGC) had been in disarray last year, Associate Vice Chancellor Barnhouse related. He thanked SGC President Graham Pearce and his Executive Team for being outstanding this year. SGC President Pearce was given a round of applause.

e) Senate Steering Committee Chair & UWC Faculty Representative Mark Peterson called attention to his report (Attachment 9) in the materials, noting that the electronic version of the report contained links and a timeline to watch select parts of the Board of Regents meeting. Chair Peterson then thanked Senate Assistant Linda Baum who, he said, makes all things Senate possible. Senate Assistant Baum was given a round of applause.

f) Academic Staff Lead Senator Jeff Verona noted his report (Attachment 10) and asked if there were any questions. Senator Schreibersdorf asked if he expected the Academic Staff Council to approve the titling guidelines later in the day. Verona replied that he expected that the guidelines would be approved.

g) UW Colleges Academic Staff Representative Danielle (Marcy) Dickson was not in attendance. Her alternate, Melissa Smiley, pointed out the written report (Attachment 11) in the materials and asked that questions be emailed to Senator Dickson.

h) University Staff Lead Senator Rose Brust called attention to her report (Attachment 12) in
the provided materials. There were no questions.

i) Student Governance Council President Graham Pearce noted the location of his report (Attachment 13) in the Senate binder. He had nothing to add to what had been submitted.

j) Senate Academic Policy Committee Chair Caleb Bush detailed the location of his report (Attachment 14) in the materials. There were no questions for SAPC Chair Bush.

k) Senate Budget Committee Chair Michael Gorman pointed out his written report (Attachment 15). Senator Hassel asked if the Senate Budget Committee had discussed the issue of creating a timeline for professional development funding. SBC Chair Gorman replied that the committee had been studying the matter, and it should be possible to come up with a stable timeline for professional development funding issues.

l) Faculty Professional Standards Committee Chair Ron Gulotta called attention to his report (Attachment 16) in the provided materials. He related that a revision of FPP #503, the faculty merit policy, would be introduced later during the Faculty Council of Senators meeting. Noting that the policy would be used for further merit policy revisions, he asked that other groups not be left out; all should read his report, look over FPP #503, and feedback should be sent to FPSC Chair Gulotta to share with the committee.

m) Senate Assessment Committee Chair Kristin Plessel had sent a report (Attachment 17) for inclusion with the materials which was pointed out by SSC Chair Mark Peterson. Peterson then thanked all the committees for their hard work over the past year.

11) Old Institutional Business

a) Adoption: Proposed Amendment of UW Colleges Constitution Chapter 3 (“Campus Governance”) [USC] removing more than half-time appointment restriction from collegia membership (Attachment 18). It was determined shortly before the meeting that this item had not garnered the required majority votes of two-thirds of the campus collegia, and the item had therefore been removed from the agenda. In response to a question, Senate Assistant Baum explained that the UWC Constitution requires favorable majority votes at two-thirds of campus collegia in order to bring a proposed Constitutional amendment to the Senate for an adoption vote. The item had been placed on the agenda conditionally due to time constraints. The UW-Rock County collegia had met and decided not to vote on this particular item the afternoon prior to the Senate meeting. If they had voted in favor of the proposed amendment, their vote would have been the final positive one necessary to bring the amendment up for adoption. Thus the two-thirds requirement had not been met and the item had been removed from the agenda at the beginning of the meeting.

b) Adoption: Proposed Amendment of UW Colleges Constitution Chapter 2 (“UW Colleges Governance”) [USC] bringing more into line with other Senate committees (Attachment 19). Chair Peterson brought forth the proposed amendment to UW Colleges Constitution Chapter 2, bringing the Classified Staff Council, Classified Staff Council of Senators, and
classified staff committees more into line with the rest of the Senate in regard to terms and language used to describe the groups. The amendment was unanimously adopted [Kozma/Klemp].

c) Adoption: Proposed Amendment of UW Colleges Constitution Chapter 10 (“Classified Staff (University Staff)”) [USC] bringing more into line with other Senate committees (Attachment 20). SSC Chair Peterson noted this proposal followed along with changes in Chapter 2. The motion carried by unanimous vote [Brust/Kozma].

d) Adoption: Proposed Amendment of UW Colleges Constitution Chapter 2 (“UW Colleges Governance”) [SSC] set faculty senator elections so all can participate (Attachment 21). SSC Chair Mark Peterson explained the amendment would ensure earlier elections of faculty senators so those newly elected would be able to participate in all things expected of them prior to and at the April Senate meeting. The proposed amendment was unanimously adopted [Kozma/Gulotta].

e) Adoption: Proposed New Institutional Policy Regarding Students #209 (“Academic Forgiveness Policy”) [SAPC] create policy to help student with previous poor academic record (Attachment 22). Senator Hassel asked how often the policy could apply. SAPC Chair Caleb Bush pointed out that the policy stated one time. Senator Katie Kalish answered the question of why a student had to be out of school for at least three years, saying that the committee had looked at UW System models and two-year institutions across the nation. Chair Bush stated that the committee initially went with five years, but central office staff thought it too high. There were many examples of institutions with a three-year academic forgiveness policy, and so that is what the committee determined to use. Senator Troy Kozma noted that it was a UW Colleges policy; transcripts still show the original grade. SAPC Chair Bush concluded by stating that the policy does not apply to core courses. The motion passed with two opposing votes [Kozma/Alitto].

f) Adoption: Proposed Revision of IP #103 (“UW Colleges Certificate Program”) [SSC] noting that departments can grant waivers (Attachment 23). SSC Chair Peterson said that the proposed revision allowed departments to grant waivers when necessary. The motion carried by unanimous voice vote [Kozma/Alitto].

g) Other. There was no additional Old Institutional Business.

12) New Institutional Business

a) Introduction: Proposed Revision of IP #107 (“Courses Using Mediated Instruction”) [SAPC] update to include additional forms of technology and current practice (Attachment 24). SAPC Chair Bush thanked Senator Joanne Giordano for her work in bringing IP #107 into the 21st century and alignment with the technology in use today. Senator Hassel asked if there was anything in particular that might come up in questions from collegium. Chair Caleb Bush said that the policy was “woefully out of date,” and required large amounts of new language. He noted that Senator Kozma teaches online and so had been concerned with the integrity of those aspects, watching for and
addressing them as necessary. Bush further said that formats such as online and blended courses had been addressed. It was questioned whether there was concern over the content of courses and ownership. Senator Troy Kozma responded that there had been discussion on item E, discussing the academic freedom of instructors and concerns with department chairs who might micromanage online classes. Senator Katie Kalish stated that the committee tried to acknowledge the different kinds of courses that are taught and allow for different scenarios and flexibility in E.

b) Introduction: Proposed Revision of IP #405 (“Senate Procedures”) allow program chairs to serve in “department chair” positions (Attachment 25). SSC Chair Mark Peterson pointed out that during the search for members for Senate committees, it had been discussed that the chair of Women’s Studies is not technically a department chair and so could not serve where a department chair is called upon. The introduction is to change that. It was asked if this change would cover the Constitution and/or Bylaws where those committees are mentioned, and Peterson replied in the affirmative.

c) Discussion: UW Colleges 2015-2016 Institutional Priorities (Attachment 26). Provost Lampe circulated the UW Colleges Institutional Priorities. Their endorsement was moved [Hassel/Gorman]. The provost explained that in the late 1990’s then Chancellor Bill Messner had decided to have an annual focus on priorities for the institution, and the practice has continued since that time. The first sentence of the opening paragraph captures the commitment to the students, and the next sentence describes the vetting process of the priorities. Provost Lampe said that the priorities help keep the institution heading forward toward something each year. Senator Hassel asked if the priorities from last year could be reviewed to determine where the institution stood on implementing them. The provost went through the list, noting some were done, some in progress, and that others had been removed (generally due to funding issues). He went on to note that this year, the list was being kept short and unranked at the decision of Chancellor Sandeen.

Senator Marnie Dresser reported that UW-Richland was in favor of adding two priorities (increasing enrollment with an emphasis on local recruitment and investigating ways to decentralize central administration), holding and tabling one (implementing the budget reduction decisions), and deleting two others (increasing enrollment with an emphasis on non-traditional students—which was felt to be a fundamental change to the mission of serving traditional age students; and investigating making Online a virtual campus—which UW-Richland thought could potentially drain existing resources from the physical campuses). Senator Dresser said it was the shift away from traditional age students to placing an emphasis on non-traditional students that made Richland uncomfortable. Chairs’ Representative Greg Ahrenhoerster stated that language supporting Colleges-wide uniform retention practices should be included; not enough had been done at the institutional retention level in the efforts of last year. Senator Holly Hassel suggested that the item from last year regarding implementing the recommendations of the Retention Task Force and the Developmental Education Task Force be included. She then asked that her motion to endorse be withdrawn. Senator Julie DeZeeuw noted that it seemed contradictory to place a priority on increasing enrollment while discussing
cutting Student Affairs and other staff who are vital to contacting students, bringing them in, and supporting them on campus. It is more difficult to recruit non-traditional students, she noted, as they are not in one location like high school students. Chancellor Sandeen replied that the high school populations are declining and the non-traditional segments are large and should be tapped; determining how to do so is worthy of our attention. DeZeeuw agreed, but restated that someone local is needed to know where to go to find and tap those potential students. Senator Ron Gulotta acknowledged that non-traditional students are difficult to reach; however, he said the UW Colleges has an inconsistent history of pursuing non-traditional students, which makes the institution seem untrustworthy to those students. Senator Gulotta said that an institutional priority might be the best way to go because then there could be a budget for advertising which might help make the effort successful. Chair Peterson added that the term “non-traditional” is a bad label. Chancellor Sandeen agreed, saying it is a national issue. Senator Bush said that the first bullet point is very unpopular: endorsing the implementation of budget cuts when those cuts are unknown could mean unknowingly endorsing cutting one’s own position. Bush further noted that the language of the priorities is too passive. Senator Jessica Van Slooten expressed frustration with the lack of time senators were given to review the priorities, saying that it devalues shared governance. She continued on to say that the language used was too vague; the priorities should be stronger and more clearly stated. Senator Van Slooten also said that there should be a clear connection to recruiting and retaining students in the priorities. Senator Kozma agreed with the wish for additional time, specifying that the value of consulting with collegiums was being devalued. He went on that the continued drive to turn IAS into faculty and eliminating the 80% rule should be included. Senator Lisa Schreibersdorf argued that with no information regarding the budget cuts, it would be impossible to make an endorsement relating to budget cuts. She also agreed that there had not been enough time for productive discussion of the proposed priorities. Senator Gulotta said that the language of point number two was passive. He then added his thanks to the Budget Planning Task Force and said that there is a need to make cuts whether anyone likes it or not, as cuts are being forced on the institution. If cuts are necessary to keep the institution going, then they must be made. Senator Dresser made a motion to refer the endorsement of the institutional priorities to the Senate Steering Committee, asking the provost to take the comments of the day under consideration before sending the committee a revised set of priorities. The motion carried with one opposed [Dresser/Kreider].

d) Other. There was no further New Institutional Business for Senate discussion.

13) Other Institutional Business

a) Presentation of a resolution of thanks to outgoing senators and representatives for their service to the institution [Senate Steering Chair and Academic Staff Lead Senator] (Attachment 27). SSC Chair Peterson and AS Lead Senator Verona expressed their thanks to those completing terms and leaving the Senate. Peterson gave special thanks to Classified Staff Lead Senator Rose Brust who had served as chair of the University Staff Council, the lead classified staff senator, was on the Senate Steering Committee, and
chaired both the Classified Staff Executive and Classified Staff Shared Governance Committees. The resolution was endorsed by unanimous voice vote [Peterson/Verona].

b) Presentation of an alphabetized set of retirement resolutions [Senate Steering Chair and Academic Staff Lead Senator] (Attachment 28). SSC Chair Mark Peterson and Academic Staff Lead Senator Jeff Verona noted the appreciation of the institution for those retiring from service to UW Colleges. The collection of resolutions was unanimously endorsed with a round of applause [Peterson/Verona].

c) Other. There was no other Other Institutional Business.

14) Adjournment. The April 24, 2015 meeting of the UW Colleges Senate held at UW-Fox Valley adjourned at 3:11 p.m. when UWC Senate Steering Committee Chair Mark Peterson announced all business was concluded.
Call to Order 2015-2016 Faculty Council of Senators. The April 24, 2015 meeting of the Faculty Council of Senators (FCS) was called to order at 3:30 p.m. by UW Colleges Faculty Representative to UW System Administration Mark Peterson.

Roll Call of 2015-2016 faculty senators and alternates. SSC Chair Peterson announced that Lisa Schreibersdorf was serving as alternate for Kristi Wilkum (UW-Fond du Lac) and Katie Kalish was the alternate for Penny Workman (UW-Marathon County). Senate Assistant Linda Baum circulated the attendance sheet.
3. Chair Peterson called attention to the nomination statements for the Faculty Appeals and Grievance Committee vacancies in the provided materials (Attachment 29). One nominee was removed as she had requested of Senate Assistant Baum prior to the meetings if placed on other committees. Balloting produced Peter Gibeau (Professor, Music, UW-Washington County) and Ron Gulotta (Associate Professor, Anthropology-Sociology, UW-Waukesha) for the committee. The two were unanimously elected [Kozma/Hankenson]. A call will be made for the Natural Sciences and Mathematics Division, as that nominee was ineligible due to campus membership constraints once voting had commenced.

4. The 2015-2016 Faculty Council of Senators was adjourned at 3:44 p.m. by Faculty Representative to UW System Mark Peterson.

5. The 2014-2015 Faculty Council of Senators was called to order at 3:44 p.m. by SSC Chair Mark Peterson.

6. SSC Chair Peterson noted that Marnie Dresser (UW-Richland) was serving as alternate for Faye Peng (UW-Richland).

7. The agenda for the April 24, 2015 meeting of the UW Colleges Faculty Council of Senators was unanimously approved [Klep/Kozma].

8. The minutes of the March 20, 2015 meeting of the Faculty Council of Senators held at UW-Fond du Lac (posted in Public Folders and http://www.uwc.edu/employees/senate/meetings) was approved by unanimous vote [Kozma/Alitto].

9. Reports

   a) Chair Mark Peterson added his “lasting and eternal thanks” to Senate Assistant Linda Baum. Without her, he said, the job, as well as Senate organization and catering, would not be possible. Ms. Baum was well thanked with coffee and applause.

   b) Faculty Professional Standards Committee Chair Ron Gulotta again pointed out the report in the provided materials. He related that an introduction was on the agenda.

10. Old Business

    a) Other. There was no Old Business on the Faculty Council agenda.

11. New Business

    a) Introduction: Proposed Revision of FPP #503 (“Faculty Merit Policy and Procedures”) [FPSC] update and overhaul of merit (Attachment 30). FPSC Chair Gulotta explained that the version of the introduction in the binder would be replaced by one sent via email to Senate Assistant Linda Baum and then circulated to the Council. The rationale with the policy was short and simple, but the scope of the proposed changes seemed to demand a longer, in depth rationale which was included following the proposal in the
binder. The current version of FPP #503 was also included with the materials for reference purposes. FPSC Chair Gulotta summarized the rationale, explaining that the changes to the policy were to align merit considerations with the institutional priority of having teaching as the primary focus of merit rankings, to address gender biases in evaluations through various processes, and to reflect the levels of achievement by faculty by way of creating a new merit rank and eliminating the percentage restrictions. Gulotta said that the merit process will be more transparent with the proposed changes, and there will be more consistency and fairness in preparing and evaluating activity reports. Part of that, he stated, will come from a requirement that the standards being reviewed will be based on a template set by the Senate and must be sent out two years prior so faculty members know what is required. FPSC Chair Gulotta continued on to note the language changes between the version in the materials and the one that will be distributed after the meeting. Senator Troy Kozma asked if any particular area was expected to be contentious. Gulotta replied that no certain area should be more so than another, although there has been some resistance to the process of creating standards by some department chairs. Rank and file faculty like the idea of standards. Senator Holly Hassel asked if there was resistance to the satisfactory ranking. Chair Gulotta responded that evaluation committees like the ranking, and the FPSC hopes it is used. Senator Kreider added that anecdotal evidence holds that people like the ranking. Senator Hankenson wondered if merit was decoupled from monetary awards. FPSC Chair Ron Gulotta explained that the policy change eliminated the percentages that all were accustomed to so there would probably be smaller increases if any money were available; he added that the survey FPSC had conducted revealed that people were fine with being ranked higher and receiving less of a financial reward. He then explained that those ranked satisfactory and higher were eligible for across the board merit money; meritorious and up were eligible for the merit pool; the satisfactory ranking was not eligible for the merit increase; an unsatisfactory ranking would not be eligible for any increase.

b) Other. There was no further New Business on the agenda.

12. Other Business

a) Presentation of a resolution thanking named faculty for their service to the institution as members of Senate Bylaw committees (Attachment 31). SSC Chair Mark Peterson drew attention to the list of faculty members who had served on Senate committees over the past year whose terms were drawing to a close. The resolution to thank them passed unanimously [Kozma/Kreider].

b) Other. There was no other Other Business on the FCS agenda.

13. The April 24, 2015 meeting of the UW Colleges Faculty Council of Senators held at UW-Fox Valley adjourned at 4:16 p.m. when all business on the agenda was concluded.

Meeting was called to order by Verona at 3:25 pm

Kaiser moved to approve the agenda, Gorman seconded. Motion approved.

Gorman moved to approve the minutes of the March 20, 2015, Council meeting. Dock seconded. Motion approved.

Gorman moved to adopt ASPP #708 (Titling Guidelines for Instructional Academic Staff) (Attachment 32), DeZeeuw seconded. Motion approved.

The 2014-15 AS Council was recessed and the 2015-16 AS Council was called to order to for elections to the standing committees of the Council (ASAGC, ASPC, ASNEC) (Attachment 33). Kaiser moved to accept all nominations and elect all candidates as a slate. Gorman seconded. Motion approved.

The 2015-16 AS Council was recessed and the 2014-15 Council was again called to order.

Lead Senator Verona thanked Julie DeZeeuw for her service to the Council and welcomed Tony Landowski to the Council for 2015-17.

For 2015-16, the Council will revisit and (hopefully) approve changes to the AS Council bylaws to bring them into standing with current guidelines. Merit evaluations for IAS, governed by IP #320, will need to be reevaluated. Gorman and Winkler will work with the Faculty Professional Standards Committee to revise the policy and its associated Activity Report.

Dock, DeZeeuw, and Landowski noted non-instructional academic staff concerns with ASPP #704 (Academic Staff Promotion, Progress, and Retitling Policy – NIAS). In particular, sections D, E, and F of the current policy do not reflect actual practice. The Council will gather input from NIAS and consider changes to the policy during Academic Year 2015-16.

Meeting adjourned at 4:15 pm.
Present: Rose Brust (MTH), Christi Larson (WSH), Juli McGuire (FOX), Kay Sbarbaro (SHB), Roseann Stenstrup (MNT), Bradley Wilson (BRB)

Not Present:

1. Call to order: Chair Rose Brust
   Roll call for Classified Staff Council Senators members - C. Larson


3. Approval of 3/20/15 minutes: Sent out electronically McGuire/Stenstrup. 1 Abstention

4. Approval of Committee Appointments: Lorena Schwartz will be added to the Nominations and Elections Committee (Attachment 35). Stenstrup/Sbarbaro. Carried

5. Reports:
   Communications Committee: Discussed Newsletter sent out electronically. Topics discussed for next newsletter such as:
   - “Kudos” section for an individual or group
   - Including info on Regents Meetings
   - Keeping positive during budget reduction

   Budget Feedback: Discussed impact of the budget. Need to remain positive.
   University Staff Employability Toolkit: Will discuss with the council if necessary. The council feels that this should be geared more towards Human Resources.

6. F2F Council Meeting: Discussed if we should change the June 18th date to sometime in August. Will discuss with the council at the next meeting on 4/30/15.

7. Senators/Executive Committee: May have to have elections

8. Adjournment: Stenstrup/Sbarbaro. Carried. Meeting adjourned at 4:15pm

Respectfully Submitted,
Christi Larson-University Staff Council (USC)-Secretary
University of Wisconsin-Washington County Representative
Schedule
UW COLLEGES
Meetings of Senate, Committees, and Academic Staff, Classified Staff, and Faculty Councils of Senators
Friday, April 24, 2015
UW–Fox Valley
9:30 a.m. to 5:00 p.m.

Coffee and Collegiality 9:00 a.m. - 9:30 a.m.
Baehman Theatre

Committee Meetings 9:30 a.m. - 11:25 a.m.

Senate Academic Policy Committee 1346
Senate Budget Committee 1352
Faculty Professional Standards Committee 1706
Senate Steering Committee  Baehman Theatre

Presentation 11:30 a.m. - 12:20 p.m.

Budget Planning Task Force Question & Answer Session
with the Co-Chairs and Task Force Members  Baehman Theatre

Lunch 12:25 p.m. - 1:10 p.m.
Baehman Theatre

UW Colleges Senate 1:15 p.m.
Baehman Theatre

Council Meetings following Senate

Academic Staff Council of Senators 1352
Classified Staff Council Senators 1551
Faculty Council of Senators  Baehman Theatre
Draft Agenda
UW COLLEGES
Senate
Friday, April 24, 2015
UW-Fox Valley
1:15 p.m.

1) Call to Order of 2015-2016 Senate

2) Welcome by UW-Fox Valley by Interim Associate Dean Kim Schatz

3) Roll Call of 2015-2016 Senate and Introduction of Alternates

4) Election of 2015-2016 Senate Committees [2015-2016 Senators]
   a) Senate Steering Chair (a faculty senator)
   b) Senate Steering Committee members (4 faculty, 2 AS & 2 CS senators)
   c) Senate Budget Committee members (4 faculty, 1 AS & 1 CS senators)
   d) Senate Academic Policy Committee members (4 faculty and 2 AS senators + 1)
   e) Faculty Professional Standards Committee members (4 faculty and 1 IAS senator)
   f) Balloting for Senate Bylaws Committees openings
      i) Senate Assessment Committee
      ii) Senate Curriculum Committee
      iii) Senate Professional Development Committee
      iv) Senate BAAS Curriculum Committee
      v) Senate BAAS Assessment Committee

5) Adjournment of 2015-2016 Senate

6) Call to Order of 2014-2015 Senate

7) Roll Call of 2014-2015 Senate and Introduction of Alternates

8) Approval of Agenda

9) Approval of Minutes: March 20, 2015, UW-Fond du Lac (posted in Public Folders and
   http://www.uwc.edu/employees/senate/meetings)

10) Reports

   a) Chancellor Cathy Sandeen
   b) Provost and Vice Chancellor for Academic and Student Affairs Greg Lampe
   c) Associate Vice Chancellor for Academic Affairs Joe Foy
   d) Associate Vice Chancellor of Student Affairs and Enrollment Management Rich Barnhouse
   e) Senate Steering Committee Chair & UWC Faculty Representative Mark Peterson
   f) Academic Staff Lead Senator Jeff Verona
   g) UW Colleges Academic Staff Representative Danielle (Marcy) Dickson
h) University Staff Lead Senator Rose Brust
i) Student Governance Council President Graham Pearce
j) Senate Academic Policy Committee Chair Caleb Bush
k) Senate Budget Committee Chair Michael Gorman
l) Faculty Professional Standards Committee Chair Ron Gulotta
m) Senate Assessment Committee Chair Kristin Plessel

11) Old Institutional Business

a) Adoption: Proposed Amendment of UW Colleges Constitution Chapter 3 (“Campus Governance”) [USC] removing more than half-time appointment restriction from collegia membership

b) Adoption: Proposed Amendment of UW Colleges Constitution Chapter 2 (“UW Colleges Governance”) [USC] bringing more into line with other Senate committees

c) Adoption: Proposed Amendment of UW Colleges Constitution Chapter 10 (“Classified Staff (University Staff)”) [USC] bringing more into line with other Senate committees

d) Adoption: Proposed Amendment of UW Colleges Constitution Chapter 2 (“UW Colleges Governance”) [SSC] set faculty senator elections so all can participate

e) Adoption: Proposed New Institutional Policy Regarding Students #209 (“Academic Forgiveness Policy”) [SAPC] create policy to help student with previous poor academic record

f) Adoption: Proposed Revision of IP #103 (“UW Colleges Certificate Program”) [SSC] noting that departments can grant waivers

g) Other

12) New Institutional Business

a) Introduction: Proposed Revision of IP #107 (“Courses Using Mediated Instruction”) [SAPC] update to include additional forms of technology and current practice

b) Introduction: Proposed Revision of IP #405 (“Senate Procedures”) allow program chairs to serve in “department chair” positions

c) Discussion: UW Colleges 2015-2016 Institutional Priorities

d) Other

13) Other Institutional Business
a) Presentation of a resolution of thanks to outgoing senators and representatives for their service to the institution [Senate Steering Chair and Academic Staff Lead Senator]

b) Presentation of an alphabetized set of retirement resolutions [Senate Steering Chair and Academic Staff Lead Senator]

c) Other

14) Adjournment
1. Call to Order 2015-2016 Faculty Council of Senators

2. Roll Call of 2015-2016 faculty senators and alternates

3. Election for Faculty Appeals and Grievance Committee openings [2015-2016 FCS]

4. Adjournment of 2015-2016 Faculty Council of Senators

5. Call to Order 2014-2015 Faculty Council of Senators

6. Roll Call of faculty senators and alternates

7. Approval of Agenda

8. Approval of Minutes: March 20, 2015, UW-Fond du Lac (posted in Public Folders and http://www.uwc.edu/employees/senate/meetings)

9. Reports
   a) Chair Mark Peterson
   b) Faculty Professional Standards Committee Chair Ron Gulotta

10. Old Business
    a) Other

11. New Business
    a) Introduction: Proposed Revision of FPP #503 (“Faculty Merit Policy and Procedures”) [FPSC] update and overhaul of merit
    b) Other

12. Other Business
    a) Presentation of a resolution thanking named faculty for their service to the institution as members of Senate Bylaw committees
    b) Other

13. Adjournment
Draft Agenda
UW COLLEGES
Academic Staff Council of Senators
Friday, April 24, 2015
UW-Fox Valley

Roll Call

Select Recorder

Approve Agenda

Approval of Minutes from ASCS meeting of March 20, 2015

I. Old Business
   • Adoption: Proposed Policy ASPP #708 (“Titling Guidelines for Instructional Academic Staff”)

II. New Business
   • UW Colleges Academic Staff Annual Elections (results of AS Council elections, selection of AS Lead Senator, selection of members for AS and Senate committees)
   • Commemoration of departing AS senators and committee members and Recognition of new/continuing AS senators and committee members

IV. Other business
   • Discuss timeline for revision of AS bylaws
   • Discuss framework for revision of IP #320 (“Policy on Evaluation – IAS”)
   • Discussion of IAS morale

V. Adjourn
**Draft Agenda**

**UW COLLEGES**

**Classified Staff Council Senators**

**Friday, April 24, 2015**

**UW-Fox Valley**

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**Current Members:**
- **Brust, Rose** – UW-Marathon County (Lead Senator & USC Chair)*
- **Larson, Christi** – UW-Washington County (USC Secretary)
- **McGuire, Juli** – UW-Fox (USC Vice Chair, 2nd Steering Member, Incoming Chair)
- **Roseann Stenstrup** – UW-Marinette (Chair Personnel Committee & Layoff Work Committee)
- **Kay Sbarbaro** – UW-Sheboygan (Member Senate Budget Committee & Member ByLaws)

**Incoming Senator:** **Wilson, Brad**

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### Agenda:

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<thead>
<tr>
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<tbody>
<tr>
<td>2.</td>
<td>Approval of Agenda</td>
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<td>3.</td>
<td>Approval of Minutes of March 20, 2015 (minutes are posted online)</td>
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<td>4.</td>
<td>Approval of Committee Appointment</td>
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<td>5.</td>
<td>Communications Committee discussion</td>
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<td>--Newsletter topics / discussion</td>
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<td>--Budget feedback</td>
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<td>6.</td>
<td>University Staff Employability Toolkit</td>
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<td>7.</td>
<td>F2F Council meetings</td>
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<td>8.</td>
<td>Other - Senators / Executive Committee</td>
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<td>Adjourn</td>
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**Action Summary:**
## UW Colleges Senate

### Campus Senators

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<tr>
<td>UW-Baraboo/Sauk County</td>
<td>Annette Kuhlmann</td>
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<td>Katie Kalish</td>
<td>Penny Workman</td>
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<td>Caleb Bush</td>
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<td>UW-Richland</td>
<td>Faye Peng</td>
<td>Marnie Dresser</td>
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<td>UW-Rock County</td>
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<td>UW-Sheboygan</td>
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<td>Mark Peterson</td>
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<td>Ron Gulotta</td>
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<td>Margaret Hankenson</td>
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Academic Staff Senators

2014-2015

Julie DeZeeuw  
UW-Manitowoc

Danielle (Marcy) Dickson  
UW Colleges Online

Lucas (Luke) Dock  
UW Colleges Online

Joanne Giordano  
UW-Marathon County

Michael Gorman  
UW-Rock County

Steve Kaiser  
UW-Marshfield/Wood County

Jeff Verona  
UW-Marshfield/Wood County

Mike Winkler  
UW-Fond du Lac

2015-2016

Danielle (Marcy) Dickson  
UW Colleges Online

Lucas (Luke) Dock  
UW Colleges Online

Joanne Giordano  
UW-Marathon County

Michael Gorman  
UW-Rock County

Tony Landowski  
UW-Waukesha

Steve Kaiser  
UW-Marshfield/Wood County

Jeff Verona  
UW-Marshfield/Wood County

Mike Winkler  
UW-Fond du Lac
## Classified Staff Senators

### 2014-2015

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
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<tr>
<td>Rose Brust</td>
<td>UW-Marathon County</td>
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<tr>
<td>Christi Larson</td>
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<td>Juli McGuire</td>
<td>UW-Fox Valley</td>
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<td>Kay Sbabaro</td>
<td>UW-Sheboygan</td>
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<td>Roseann Stenstrup</td>
<td>UW-Marinette</td>
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### 2015-2016

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<tr>
<td>Christi Larson</td>
<td>UW-Washington County</td>
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<tr>
<td>Juli McGuire</td>
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<td>Kay Sbabaro</td>
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<td>Roseann Stenstrup</td>
<td>UW-Marinette</td>
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<tr>
<td>Bradley Wilson</td>
<td>UW-Baraboo/Sauk County</td>
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Holly Hassel, Professor, English, UW-Marathon County

I am interested in serving in the role of UW Colleges Senate Steering Chair (and UW Colleges Faculty Representative) because of my commitment to supporting the mission of our institution--access to higher education for a wide range of students and my commitment to public education more broadly. I passionately believe in the capacity for institutional change and growth that comes from open dialogue, from shared governance, and from research-based decision-making and I am interested in serving in this position because of the value I place on improving working/teaching/learning conditions, supporting employment stability for staff, and creating a positive climate for all UW Colleges staff and students. I am a strong advocate for our institution.

My previous institutional and professional experiences are aligned with the demands of this position. As a tenured full professor in the English Department, I am familiar with the retention, promotion, and tenure processes and policies; I served as the co-coordinator of the UW Colleges Self-Study for the purposes of re accreditation by the Higher Learning Commission from 2010-2012 which involved a thorough understanding of the history, functions, and structures of the institution. I also chaired the Women's Studies Program for 6 years, during which I worked with faculty and instructional academic staff from most campuses and many academic departments., and then During that time, I was elected by the chairs to the position of Department Chairs' Representative to the Senate from 2012-2014. In that role, I attended all Senate meetings and served as a non-voting, ex-officio member of Steering. I previously served as a senator for two years, from 2005-2007 and I am in my second year term as one of the two faculty senators from UW-Marathon.
### 2015-2016 Faculty Senators

<table>
<thead>
<tr>
<th>Senator’s Name</th>
<th>SSC</th>
<th>SAPC</th>
<th>SBC</th>
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<td>Kristi Wilkum</td>
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<td>Kathy Immel</td>
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<td>Evan Kreider</td>
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<td>Holly Hassel</td>
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<td>Margaret Hankenson</td>
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Total faculty committee members needed: 5 faculty members, 4 faculty members, 4 faculty members, 4 faculty members

### 2015-2016 Academic Staff Senators

#### Senate Steering Committee (2)
- Jeff Verona (Lead AS Senator)
- Danielle (Marcy) Dickson (AS Representative to UW System)

#### Senate Academic Policy Committee (2)
- Joanne Giordano
- Steve Kaiser
- Tony Landowski (non-voting)

#### Senate Budget Committee (1)
- Lucas Dock

#### Faculty Professional Standards Committee (2 IAS)
- Michael Gorman
- Mike Winkler

### 2015-2016 Classified Staff Senators

#### Senate Steering Committee (2)
- Juli McGuire (Lead CS Senator)
- Brad Wilson (CS Representative to UW System—non-voting)

#### Senate Budget Committee (1)
- Kay Sbarbaro
1. Senate Assessment Committee

1 Department Chairs’ Representative member (2015-2017 term)

   Greg Ahrenhoerster, Professor, English, UW-Waukesha

1 Social Sciences Division Faculty member (2015-2017 term)

   Jayant Anand, Associate Professor, Anthropology-Sociology, UW-Barron County
   I have served on my campus assessment committee for at least five years and am currently the Campus and Department Assessment Coordinator.

1 Student member (2015-2016 term, chosen by UWC Student Governance Council)

   AAS Assessment Coordinator (non-voting ex-officio, 2015-2016 term)

2. Senate Curriculum Committee

1 Humanities Division Faculty member from any department except English (2015-2017 term)

   Richard Brunson, Assistant Professor, Music, UW-Marshfield/Wood County
   I will volunteer for the Senate Curriculum Committee.

1 Natural Sciences/Mathematics Division Faculty member from any department except Chemistry (2015-2017 term)

   Missy Skurzewski-Servant, Associate Professor, HESA, UW-Sheboygan
   Please accept this as my self-nomination to fulfill the Natural Science position on the Senate Curriculum Committee for the next full term. I have been heavily involved in our campus curriculum through my role as Associate Dean since January 2013. Earlier this year I put my name forth to lead the UW Colleges Associate Degree Reform Project, but was not assigned that position. Around the same time I was granted the opportunity to
complete a vacant position on the Senate Curriculum Committee for a member who couldn't fulfill their full term. I'm always looking for opportunities to utilize my knowledge of curriculum and to continue developing as a leader. I believe this would be a great opportunity to contribute my knowledge of liberal arts curriculum to the whole UW Colleges beyond simply that of my own campus. I would also like to work with colleagues from around the UW Colleges on curricular issues so that we can continue to provide our students with a valuable liberal arts educational journey.

1 Social Sciences Division Faculty member from any department except Anthropology-Sociology (2015-2017 term)

Jeff Kleiman, Professor, History, UW-Marshfield/Wood County

I'll volunteer for the Senate Curriculum Committee—haven’t done that one in a very long while. Been working on the Senate BAAS Curriculum Committee for a couple of years, so this might be nice.

1 Student member (2015-2016 term, chosen by UWC Student Governance Council)

Senate Academic Policy Committee Chair or designee (non-voting ex-officio, 2015-2016 term)

UWC Registrar (non-voting ex-officio, 2015-2016 term)

3. Senate Professional Development Committee

1 Academic Staff member, from any functional area other than from World Languages, from any campus except UW-Baraboo/Sauk County, UW-Manitowoc, UW-Marathon County, UW-Rock County, UW-Waukesha, or the campus of another newly elected committee member (2015-2018 term)

Donald Schwartz, Lecturer, Political Science, UW-Fond du Lac (fall = Washington)

I would like to be considered for the Senate Professional Development Committee. I'm finishing my seventh year as an IAS at UW- Fond du Lac. Also, I have taught political science at UW- Sheboygan, UW- Manitowoc and UW- Washington County. In fact, I will be at UW- Washington County in the fall. I'm scheduled to teach three classes. I'm very interested in serving on the Professional Development Committee to broaden my understanding of not only UW- Colleges, but also to gain a greater awareness of the Professional Development opportunities that our academic staff are involved with. Thank you for your time and consideration.

1 Natural Sciences and Mathematics Division faculty member from any department, from any campus except UW-Baraboo/Sauk County, UW-Manitowoc, UW-Marathon County, UW-Rock County, UW-Waukesha, or the campus of another newly elected committee member (2015-2018 term)
Mohamed Ayoub, Professor, Chemistry, UW-Washington County

I served as the Natural Sciences/Mathematics Division Faculty member of the Senate Professional Development Committee (2011-2014), and as chair of this committee (2013-2014). I am serving as the Associate Chair of the Department of Chemistry, and chair of the department’s Curriculum Committee, which oversees the department’s professional development issues.

I have a strong professional development record as evidenced in being recently awarded a UWC sabbatical, grants for summer research from the UW System and UW Colleges, as well as professional development grants from the National Science Foundation, American Chemical Society, Washington County Campus Foundation, Department of Chemistry and the UW-Washington County campus. My research on enhancing teaching and learning chemistry using Natural Bond Orbitals is being recognized by my peers at the local, national and international levels.

I would like to continue serving in this capacity to benefit the UW Colleges and my colleagues.

Thank you for your consideration.

Devin Bickner, Assistant Professor, Mathematics, UW-Sheboygan

This would be my first experience with the UW-Colleges senate. I do have some campus committee experience. I spent 2 years on the Athletics committee and am currently the chair of the Aids, Awards, and Appeals committee at UW-Sheboygan. I am also in my second year as a member of the Informational Technology Committee for the mathematics department. I find that committee work is a very important part of a faculty member’s responsibilities, especially with a system such as the one that we have. I would enjoy being part of a colleges-wide committee so that I can get to know how the senate works, get to know new people, and contribute my time to the system where it is needed. Though I do not have any experience with professional development committees, the Aids, Awards, and Appeals committee deals with scholarships and awards given to students regularly. And, I am certainly willing and eager to learn the specifics of the committee so that I may be a productive member.

Talitha Selby, Assistant Professor, Chemistry, UW-Washington County

I have been conducting bench research since my time here at UWWC. I have received numerous grants including a UW-Colleges Summer Research Grant. I have authored/co-authored many publications. I feel like I would make a nice addition to the committee.

1 Humanities Division Faculty member from any department except World Languages, OR 1 Natural Sciences and Mathematics Division faculty member from any department other than that of newly elected member, AND from any campus except UW-Baraboo/Sauk County, UW-Manitowoc, UW-Marathon County, UW-Rock County, UW-Waukesha, or the campus of another newly elected committee member (2015-2018 term)
Bill Gillard, Associate Professor, English, UW-Fox Valley

I volunteer to serve on the Senate Professional Development Committee at a fragile time for our institution. Although the scope of this committee is wide and deep, the most important work we might expect from it, it seems to me, is described early in the committee’s charge. After the institution lost its dedicated grants officer a few years back and because we are under such exquisite financial pressures in recent years, the role of the SPDC as advisor to the chancellor and to the institution as a whole regarding internal and external grants needs to continue to be a focus of this committee’s work. I envision a more central role for the SPDC as a resource for the institution, especially for those faculty and staff who would benefit from support in finding, applying for, and managing grants. My previous service to the Colleges includes Senate Steering Committee chair, Faculty Council of Senators chair, chair of the UW-Fox Steering Committee, and associate chair of the English department.

Julie Tharp, Professor, English, UW-Marshfield/Wood County

I believe I am eligible for the Senate Professional Development Committee.

1 Department Chair member, Humanities Division OR Natural Sciences and Mathematics Division, from any department except World Languages or that of newly elected member, and from any campus except UW-Baraboo/Sauk County, UW-Manitowoc, UW-Marathon County, UW-Rock County, UW-Waukesha, or the campus of another newly elected committee member (to complete the 2014-2017 term)

Kitty Kingston, Professor, Art, UW-Marshfield/Wood County

1 Office of Academic Affairs staff member (appointed by Provost, non-voting ex-officio, 2015-2016 term)

4. Senate BAAS Curriculum Committee

1 Humanities Division Faculty member from any department except Communication-Theatre Arts (2015-2017 term)

Joel Friederich, Associate Professor, English, UW-Barron County

I was a member of one of the original faculty teams to develop curriculum guidelines before the BAAS launched: I was on the service-learning / professional experience team for setting up guidelines for those courses. I also developed my own BAAS service-learning course as one of the first to get approved and have been teaching it each year since. I’ve also been very active on our local BAAS committee at Barron, where I’m an Associate Prof. of English. I’ve encouraged and supported other English instructors and faculty at Barron in developing new BAAS courses.

1 Natural Sciences/Mathematics Division Faculty member from any department except
Geography-Geology (2015-2017 term)

Christa James-Byrnes, Professor, Engineering, UW-Barron County

I would like to serve on either of these committees. I have been involved with the BAAS program since its inception. I was the chair of the sub-committee tasked with creating the capstone course. Currently, I teach the LEC 305 (Project Management and BAAS Seminar) as well as LEC 483 and LEC 493 (Capstone Courses). I am also involved in an undergraduate research project to develop a BAAS orientation program and job placement program for UW-Barron County. It is the hope of the team to make the resources we develop available to all students and advisors in the BAAS program. I am working with Carolyn Polodna to incorporate assessment and other BAAS topics into the LEC 391 course to make it part of a larger orientation picture. I have worked closely with Stephan Schmid and the Senate BAAS committee in identifying methods and possibilities of assessing the student capstone projects as well as the senior graduation ePortfolios. I will gladly serve on either committee. The curriculum and the assessment committee are closely tied to each other and I feel I could help both committees.

1 Social Sciences Division Faculty member from any department except Anthropology-Sociology (2015-2017 term)

Audra Hoffmann, Assistant Professor, Business, UW-Fox Valley

This is only my first year with the UW-Colleges at the Fox Valley campus, but I would be interested in the BAAS Curriculum Committee.

Yongqing Wang, Associate Professor, Economics, UW-Waukesha

I will be willing to serve on the Senate BAAS curriculum committee. I have taught a BAAS course at my campus.

Larry Gomes, Professor, Business-Economics, UW-Washington County

I am interested to serve on the Senate BAAS Curriculum Committee.

Ana Caballero Mengibar, Assistant Professor, Political Science, UW-Rock County

In looking at what needs to be filled up, I actually prefer to be in the Senate BAAS Curriculum Committee.

1 Student member (2015-2016 term, chosen by UWC Student Governance Council)

Senate Academic Policy Committee Chair or designee (non-voting ex-officio, 2015-2016 term)

UWC BAAS Program Manager (non-voting ex-officio, 2015-2016 term)

UWC Registrar (non-voting ex-officio, 2015-2016 term)
5. Senate BAAS Assessment Committee

1 Natural Sciences/Mathematics Division Faculty member (2015-2017 term)

Christa James-Byrnes, Professor, Engineering, UW-Barron County

I would like to serve on either of these committees. I have been involved with the BAAS program since its inception. I was the chair of the sub-committee tasked with creating the capstone course. Currently, I teach the LEC 305 (Project Management and BAAS Seminar) as well as LEC 483 and LEC 493 (Capstone Courses). I am also involved in an undergraduate research project to develop a BAAS orientation program and job placement program for UW-Barron County. It is the hope of the team to make the resources we develop available to all students and advisors in the BAAS program. I am working with Carolyn Polodna to incorporate assessment and other BAAS topics into the LEC 391 course to make it part of a larger orientation picture. I have worked closely with Stephan Schmid and the Senate BAAS committee in identifying methods and possibilities of assessing the student capstone projects as well as the senior graduation ePortfolios. I will gladly serve on either committee. The curriculum and the assessment committee are closely tied to each other and I feel I could help both committees.

1 Student Affairs Administrative Staff member (2015-2017 term)

Mary Beth Knoeck, Adult Student Recruiter, UW-Marshfield/Wood County

I self-nominate myself to continue on the BAAS assessment committee.

1 Department Chair member (2015-2017 term)

Tim Dunn, Associate Professor/Chair, Philosophy, UW-Waukesha

1 Student member (2015-2016 term, chosen by UWC Student Governance Council)

BAAS Assessment Coordinator (non-voting ex-officio, 2015-2016 term)

UWC BAAS Program Manager (non-voting ex-officio, 2015-2016 term)

[End]
Update on the UW Colleges Budget Planning Task Force: The Budget Planning Task Force completed its work on Friday, April 10. Task force members met in person on March 7, 13, 19, and 27, and by teleconference on April 2 and 8. During each meeting, materials prepared by staff members were carefully considered, questions and concerns raised, and new assignments made to staff members regarding base reduction ideas and suggestions. After each meeting, a meeting summary was prepared and then posted to the UWC Budget Planning Task Force intranet site for all UW Colleges employees to view. Additionally, documents prepared by staff members for task force members’ review were posted on the intranet site for viewing.

Feedback and suggestions by e-mail were invited at the beginning of March, and an anonymous list of suggestions received from UW Colleges employees was continuously updated and posted on the Budget Planning Task Force intranet site. All suggestions that were submitted by our UW Colleges’ colleagues were thoroughly considered by task force members at the March 19 and 27 meetings.

The timeframe for completing budget reduction planning provided by Chancellor Sandeen was short. The task force frequently reviewed the chancellor’s charge and felt confident that it was meeting those expectations.

It is important to note that the starting point for task force members’ base reduction consideration was the Huron Report and the Repositioning Task Force report. This was the part of Chancellor Sandeen’s charge. Equally important, both reports strongly suggested regionalization and centralization as possible means for cost-savings. The task force spent most of its time discussing the following three major aspects of cost-savings:

1. Further centralization of “back office” transaction-based processes which are currently being duplicated
2. Regionalization of various management functions and positions
3. Other cost-savings opportunities

On Friday, April 10, the Budget Planning Task Force submitted its report and recommendations to Chancellor Sandeen. To meet the goals of achieving a $6.5 million permanent budget reduction and providing the highest levels of instructional, academic, and administrative support to students, the Budget Planning Task Force made recommendations that fell into three categories:

1. Savings that can be estimated by the task force at this time
2. Savings that cannot be estimated by the task force at this time
3. Other recommendations not related to savings

The budget planning process undertaken by the Budget Planning Task Force was not about finding an educational and student support delivery model that is better than the one UW Colleges has today. Rather, the budget planning process was about finding a model and structure the UW Colleges can afford in the future, with $6.5 million less in annual base funding. Additionally, the Budget Planning Task Force was not responsible for recommending revenue producing activities. Nor was the task force responsible for implementation planning. Any implementation planning will need to occur once Chancellor Sandeen determines which of the recommendations she will accept and implement.

Please visit the UWC Budget Planning Task Force internal site for more information.

Update on the Bachelor of Applied Arts and Sciences (BAAS) Degree Completion Program: Our institution’s bachelor degree completion program continues to evolve and serve our BAAS degree-seeking students well. Listed below are several of the latest major developments regarding the BAAS degree completion program (my thanks to BAAS Degree Program Manager Patti Wise for assisting me with these updates):

- **Presentation to the Education Committee of the Board of Regents:** On Thursday, April 9, I had an opportunity to present an update on the BAAS degree completion program to the Education Committee of the Board of Regents. During my presentation, I shared a one minute video which features one of our BAAS degree-seeking students being interviewed about his experiences with our BAAS degree completion program. Here is the link to the video: [https://www.youtube.com/watch?v=JLWKN_E9dgQ](https://www.youtube.com/watch?v=JLWKN_E9dgQ). It is an excellent interview with Bill Muench, one of our UW-Barron County BAAS degree students, during which he describes what pursuing the BAAS degree means to him and to his family.

- **Revised memorandum of understanding (MOU) process completed:** As reported in my March report to the Senate, in January the final revised MOU was signed by the sixth and final UW partner campus, UW-Platteville. Now all of the UW Colleges’ six BAAS degree offering campuses can admit students with an applied associate degree from a local technical college campus, and BAAS degree seeking students can enroll in any of the 100 partner institution courses to fulfill the requirements of the degree. Thanks to the UW Colleges Senate and cooperation from the UW Colleges’ six UW partner campuses, the UW Colleges has also gained increased flexibility within the degree, allowing our institution to offer a greater number of credits towards the BAAS degree.

- **Articulation agreements with Wisconsin Technical College System (WTCS) campuses:** Because of the UW Colleges’ increased ability to admit WTCS students to the BAAS degree completion program, UW Colleges BAAS degree Program Manager Patti Wise developed a new Articulation Agreement form to be signed between our BAAS degree offering campuses and the technical colleges. Public signings are being scheduled with Chancellor Sandeen and the technical college president in attendance giving us the opportunity for a
media event and local news releases about the BAAS degree completion program. The slide below captures these partnerships.

**Enrollments:** BAAS degree enrollments have doubled since last year, going from 47 students in spring 2014 to 96 students in spring 2015. We are anticipating another increase in enrollment once we start marketing the BAAS degree completion program pathway for WTCS students. Current projections are that in fall 2015 approximately 200 students will enroll in the BAAS degree program. Should the goal of 200 enrollees in the BAAS degree completion program be realized, then the program will be at the financial breakeven point in the BAAS degree development cycle.

**Curriculum:** A curriculum and staffing plan for the BAAS degree completion program has been established for summer and fall 2015. Patti Wise has worked closely with the campus Associate Deans to create the curriculum and staffing plan. A rotation of core courses in cognitive skills, global skills, service-learning, internships, and the capstone course has been created that allows a full-time student to complete the BAAS degree in two years. A robust non-online distance education (NODE) course schedule has been created that allows students to enroll in courses during the daytime and evening hours. BAAS courses continue being delivered to BAAS degree seeking students in a variety of ways—via face-to-face, point-to-point, compressed video, and web conferencing. Beginning soon, a small number of UW Colleges online courses will be developed; all of the partner courses continue to be offered online.
**Capstone Course:** The 6-credit capstone course has undergone substantial revision over the past academic year. The capstone experience has been re-structured to “bookend” the BAAS degree. In the first semester in which a BAAS degree seeking student is enrolled, a 1-credit capstone course will need to be taken that provides an introduction to the experiential nature of the degree, an overview to the core proficiencies of the degree, and an opportunity to create the BAAS degree e-portfolio. The student then adds artifacts to the e-portfolio that are tied to the learning outcomes and competencies of each BAAS course. Then, in the first semester of a student’s senior year, the student researches and selects their capstone project, completes the project during the second semester of the senior year, and delivers a public presentation about the project before graduation.

**Assessment:** The Senate BAAS Assessment Committee has developed an assessment rubric for the BAAS program that maps program and course learning outcomes to the nationally recognized Association of American Colleges and Universities (AAC&U) Valid Assessment of Learning in Undergraduate Education (VALUE) rubrics. Students will be able to measure and mark their progress by completing the identified learning outcomes and demonstrating success in meeting the core proficiencies of the BAAS degree.

**Possible Expansion of the BAAS Degree:** During my presentation to the Education Committee, Regent Mark Bradley asked about the possibility of moving the BAAS degree completion program UW Colleges-wide. While I expressed our institution’s desire to expand the degree beyond six UW Colleges campuses, I noted that the Board of Regents imposed a five year period between implementing the degree and requesting expanding the number of campuses offering the BAAS degree. Regent Bradley’s question helps to set the stage for the next step in the evolution of the BAAS degree completion program. Over the past three years, Senate policies have been adopted, the institution has received accreditation for the offering the BAAS degree completion program, a curriculum and staffing planning infrastructure has been developed, operational procedures have been established for a single baccalaureate degree program, and in May, six BAAS degree seeking students will graduate from program. These developments will serve to provide evidence for expanding the BAAS degree completion program to additional campuses in the near future.

BAAS degree Program Manager Patti Wise and I will continue to keep you informed as to how the BAAS degree completion program is progressing.

**Update on Course Options:** The 2013 Wisconsin Act 20, the 2013-15 biennial budget act, established a new program for students called Course Options. The Course Options statute includes the opportunity for students to enroll in courses offered by charter schools, institutions of higher education, and approved nonprofit organizations at no cost to the student. Specifically, the Course Options law allows a pupil enrolled in a public school district to take up to two courses at any time from an educational institution. The following information is from a UW System document designed for Wisconsin legislators:
• **Issues and Challenges with Course Options**

The greatest challenge with the current Course Options statute relates to college courses in high schools. The current legislation does not provide a viable funding mechanism:

  o The prior model of parents paying the cost of 50% of regular, in-state tuition, which worked very well for 40 years, has been eliminated.
  o Present statutory language requires high schools to fund the costs for students who take these college courses in high schools. School districts do not have the funds for this.

• **UW System Institutions Offering College Courses in High School**

UW-Oshkosh, UW Colleges, UW-Green Bay, UW-Whitewater, UW-La Crosse, UW-Superior, and UW-Stevens Point also offering college courses in high schools. A total of approximately 30,000 college credits were taken by high school students in FY2013-14.

• **Solution that the UW System Proposes to Correct the Problem**

Change the statutory language to allow parents to pay for college credits in the high school.

• **How College Courses in High Schools are Funded Currently**

President Ray Cross announced a stopgap plan in the summer of 2014 in which the UW System would fund the cost of college courses in High School in 2014-15, approximately $2.9 million. UW System universities and colleges cannot afford to continue to cover these costs.

• **What will Happen if there is No Change to the Course Options Statutory Language**

Many high schools have informed UW institutions that if the present rules stay in place and high schools are required to fund college courses in high school, they will drop the program and students will not have access to these college credits. This will negatively impact both time to degree and affordability for Wisconsin students.

UW System administration continues to meet with legislators about changing the Course Options statute. In early May, representatives from UW-Oshkosh and UW Colleges will be meeting with State Superintendent of Schools Tony Evers and other members of the Department of Public Instruction discuss changing the Course Options statute.

Course Options Coordinator Tricia Wessel-Blaski and I will continue to keep you informed of developments regarding Course Options.

Respectfully submitted,

Greg Lampe, Provost and Vice Chancellor for Academic and Student Affairs

4.17.2015
Since my last report to the Senate, I have been holding regional meetings with our Continuing Education Directors to get a richer sense of scope of programming, as well as challenges and potential opportunities they face. I recently helped facilitate a meeting between the directors and a forecaster from the Wisconsin Applied Populations Lab to begin to develop long-term strategic programming. I have been traveling with Associate Vice Chancellor Barnhouse to meet with campus currently offering the Bachelor's of Applied Arts and Sciences Degree Completion Program. These meetings are designed to get a sense of the impact the revised MOUs will have on enrollment as we bring students into the program through the applied pathway, as well as get a sense of the growth potential in the communities across the state. I also continue work in the Multicultural Awareness Program, and have been working with the Colloquium 2015 Planning Committee and Senate Inclusive Excellence Committees to develop the 2015 Colloquium. Please save June 3 to join us for Colloquium at UW-Fox Valley.

On April 8-10, 2015, the UW Colleges and UW Extension hosted the Board of Regents meeting at the UW-Waukesha campus. I had the privilege of serving as both chair of the Program Committee, liaison to the Communications Committee, and as a member of the Steering Committee. The ability to reintroduce ourselves to the Regents, to the media, to political officials, and to our colleagues throughout the System was critical for us. The timing couldn’t be better in terms of the decisions folks are making statewide regarding the Governor’s proposed budget. Regent Award-winning Professor, Dr. Shubhangi Stalder, who recently appeared to discuss her work on developmental mathematics on WPR's Kathleen Dunn show, was a distinguished guest and honoree during the meetings. Drs. Ellyn Lem and Timothy Dunn were also guests on a live broadcast of the Larry Mieller show discussing their new book on reflections of work-life balance in popular culture. Provosts Lampe and Brower did an incredible job highlighting work on the impact of the Colleges and Extension on educational access and attainment, Vice Chancellor Wildeck presented to both the Budget and Capital Planning Committees, and Chancellor Sandeen masterfully wove together stories and highlights from around both institutions to tell a very clear message: We are the Wisconsin Idea! These are just a few highlights of the kind of exposure the institution received during these days. The advocacy was strong and the impressions left were powerful. It is, of course, all made possible because of the brilliant work of our staff and faculty around the state. You all made the work of programming both easy and hard. It was easy because there are so many great stories to be told, but hard because there are so many great stories to be told. Thank you, truly, for all that you do.

Despite these many wonderful and important collaborations, much of my time has been dedicated to supporting the work of the Budget Planning Taskforce and the planning and program work for hosting the Board of Regents meeting at UW-Waukesha, there
are two critical initiatives currently underway that impact the Colleges I would like to
highlight in this report.

**UW System LEAP Assessment:** UW System is currently conducting an assessment of
the “Liberal Education and America’s Promise” (LEAP) work that our UW Colleges and
UW comprehensive campuses have been undertaking since LEAP was introduced by
the AAC&U in 2005. The LEAP educational framework, which focuses on the
development of a 21st Century definition of liberal education, is captured in the
curricular and co-curricular incorporation of the following domains: High Impact
Practices, Inclusive Excellence, Essential Learning Outcomes, Authentic Assessments,
and Principles of Excellence. This framework, particularly in relation to the Essential
Learning Outcomes, informed the creation of the UW System Shared Learning Goals,
as well as the formation of the System Advisory Group on the Liberal Arts (SAGLA), the
Quality Collaboratives and Faculty Collaboratives work, the System-wide Liberal Arts
Essay Scholarship Competition, and a number of professional development
conferences across the System. With all of these changes being introduced at the
System-level and at specific campuses, the time has come for us to determine what
impact this is having on student learning, success, retention, degree attainment, time-to-
degree, and transferability of credits.

I will be serving on the Assessment Sub-Committee as part of this work. The charge
given to us is to identify and harvest existing data at each of our institutions and across
the System to examine impact on students to the greatest extent possible given the
available data, as well as find ways where we can see overlap, gaps, etc. across the
System related to LEAP work. We will be working along-side several other
subcommittees to pull together a comprehensive report that will identify the common
framework for engaging in LEAP, establish the scope of LEAP work, clarify messaging
around the purpose of LEAP and its important in our higher education work, and
ultimately showcase its impact on student success. The report is set for completion by
December 2015.

**AAS Reimagining:** Dr. Daniel Greenstein, Director of Education, Postsecondary
Success in the United States for the Bill and Melinda Gates Foundation met with Dr.
Caroline Geary, faculty lead for the AAS reimagining project, myself and David Schajbel
from UW-Extension to discuss higher education in Wisconsin and the innovative ways in
which Colleges and Extension are reframing educational delivery and attainment in the
state. Dr. Greenstein shared his insights on a number of reform possibilities, as well as
helped us to get a better sense of the national trends and context in which our reform is
operating. Dr. Geary continues to assemble resources as the reimagining project begins
moving forward. A lot more to come on this soon.

Respectfully submitted,

Joseph J. Foy
Associate Vice Chancellor for Academic Affairs
Associate Professor of Political Science
Support to Budget Planning Task Force:

Over the past five weeks, Linda Baum, Joe Foy, Colleen Godfriaux, Vicki Keegan, and I served as staff to the Budget Planning Task Force. Our task was to provide information and data requested by the Task Force as well as to present detailed analyses of specifically requested operational models. This work required that a significant amount of time be committed solely to this effort; we appreciate the understanding of our colleagues across the institution, as our calendars had to be cleared and many standing meetings rescheduled.

Spring 2015 Student Affairs Meeting:

On Friday, March 20th the spring student affairs meeting was held at UW-Marshfield/Wood County. At 70 attendees, this was the largest spring conference to date and highlights the commitment of staff to their campuses and the institution. During the 2013-14 academic year, the spring meeting was not held in order to provide a day for campus student affairs teams to meet independently of the institutional group. This year, the spring meeting was reinstated following a large number of requests to again meet as an institution during a very uncertain time for the UW Colleges. In addition to the items listed below, as a group a large portion of the meeting was dedicated to budgetary discussions. Other topics during the one-day meeting included:

- UW Colleges Updates
- Keynote: The Currency of Human Interaction (Ranen McLanahan, Ph.D.)
- Title IX/Sexual Assault Update: Our Responsibilities
- Admissions Taskforce Review for Front-line Admissions Staff
- Agile Advisor/Grad Review
- Working with Students on the Autism Spectrum
- Working with Students in Poverty

Higher Learning Commission Flexible Option Visit:

On March 16th and 17th two members from the Higher Learning Commission (HLC) visited the UW Colleges and UW-Extension to evaluate the Flexible Degree Option Program. As a new modality, the process for evaluation was new to both of the institutions and to the visitors from the HLC. This visit appeared to be a “learning together” experience, as the HLC members learned more about this method of delivery and the UW Colleges navigated a new and untested program evaluation. The HLC visitors appeared to be pleased with the work of the UW Colleges and UW-Extension and by all accounts, the visit was viewed as a positive experience.
Student Governance Council

The Student Governance Council (SGC) represents the interests of over 14,000 UW Colleges students and serves as the collective voice at institutional meetings, UW Colleges Senate, and to the Chancellor’s Office. This year the leadership of the SGC re-established the identity and visibility of their organization, broadened their communication to constituent groups, and provided a positive influence on decisions that impact student satisfaction and success across the UW System. Each year the Student Governance Council (SGC) elects an executive board from its membership. This year the members of the executive board included:

President: Graham Pearce, UW-Marshfield/Wood County
Vice President: Wayne Mortenson, UW-Barron County
Executive Director: Marly Harmeling, UW-Sheboygan
Financial Director: Christiana Kmeecheck, UW-Marinette
First Year Officer: Jonathan Watson, UW-Sheboygan

I wanted to take a moment to recognize this group of student leaders and specifically the SGC President, Graham Pearce. Graham and his team have done an outstanding job revitalizing the SGC, recognizing the needs of students and responding to them, and for their excellent leadership and representation at the UW System level. Although there were significant challenges at the beginning of the Fall semester, the SGC has responded exceptionally well to adversity and has set the stage for impactful SGC contributions to the UW Colleges for years to come.

Respectfully submitted,

Rich Barnhouse
Associate Vice Chancellor,
Student Affairs and Enrollment Management
04.21.15
Attachment 9

Senate Steering Committee Chair
UW Colleges Faculty Representative to UW System Administration
Report to the UW Colleges Senate
April 24, 2015

I attended the Regent’s meeting on Thursday and Friday last week at UW Waukesha. It was the first time in some years that the Colleges have played host. Waukesha made us look great.

For those of you interested in the webcast (here’s the link), here are some annotations:

- At the beginning, Chancellor Sandeen gave the host institution’s traditional “here’s how great we are” presentation. I’ve seen a lot of these now and, honestly, the Chancellor clobbered it.
  - Subtext: The UW Colleges is the third largest part of UW System – and don’t forget it.
  - Take-away: The UW Colleges and UW Extension ARE The Wisconsin Idea – and don’t forget it.
- President Cross’s report is introduced by Regent President Falbo around 52:30.
- President Cross spent most of this report describing what all these “flexibilities” are about and finishes up around 1:27:00. The main point I heard here – and remember, the real audience for anything said at a Regents meeting, whether by the System President or any of the Regents, is the Legislature, not us – was a new approach to working on having the cuts reduced and flexibilities increased. President Cross noted that the UW System is the 4th most “regulated” university system in the country (behind SUNY, Oregon, and Rhode Island…. I know, Rhode Island?). His comments were peppered with the idea of asking legislators to “deregulate” the university. From what I heard during the presentations, and was told privately, there is some movement in the Legislature to exempt the UW Colleges from any budget cuts. Odds are it will not go forward, but it does demonstrate the effort being made locally, by our campuses, and by Central to drive home the importance of the Colleges to the people of Wisconsin.
- Regent Higgins makes a few (typically positive) remarks about the importance of tenure and how to protect it around 2:35:00.

Here’s Waukesha student Matt Schneider making the Colleges look great in front of the Regents and the press: https://youtu.be/NG8Vam_vxkg

On Friday, our colleague, Professor Shubhangi Stalder (MAT/WAK), was presented with her award as one of this year’s Regent’s Teaching Award winners.

On Friday afternoon, after the meetings, the Chancellor was officially inaugurated. The audience included most of the other Chancellors and a lot of our deans. Nonetheless, this was a very low-
key, very-Colleges ceremony (usually they’re a big deal with robes and regalia) and, once again, reminded the other chancellors that the Colleges and Extension are a major component of System – which I took to be the point.

That’s the news. Here are some final thoughts.
It’s been a wonderfully interesting three years. I am grateful for the opportunity to have spent time with every Senator and every other colleague who have carried out their roles in shared governance and who worked to maintain and nourish the unique culture of the UW Colleges – despite the howling funereal dirge of the past few years. I am especially grateful for the great good luck to work with Linda Baum. Without Linda’s patience, experience, and thoughtfulness, shared governance would hardly work at all. The Steering Chair may steer, but Linda keeps everything running. It is not surprising now, after three years, to discover that I share this sentiment with every other Steering Chair going back to Linda’s arrival. Thank you Linda. I’ll buy the coffee.

The last three years have also been horrible (a pale word for it) on many fronts: we’ve seen relentless cuts to funding; we’ve endured what seems to be the dismantling of one of America’s great universities, degrading and discarding educational opportunities for those who need them most; and stood up in the face of a caustic political demonization designed to rob us of the dignity – and the joy – that should, and must, attend our jobs.

Here’s all I have to say about that. Your mileage may vary.

Ἅφοβον ὁ θεός, ἀνύποπτον ὁ θάνατος καὶ τάγαθον μὲν ἐμάκητον, τὸ δὲ δεινὸν ἐδεκκαρτέρητον
(Philodemus, Herculaneum Papyrus, 1005, 4.9–14)

Respectfully submitted,

M. Peterson, Chair
Senate Steering Committee
Academic Staff Council Elections

As one Senate year concludes and another begins, I would like to recognize Julie DeZeeuw for her service, to welcome Tony Landowski to the AS Council, and to thank Joanne Giordano, Michael Gorman, and Jeff Verona for their continued willingness to serve. I was heartened to see an excess of candidates for the election; it reflects an appreciation of the importance of shared governance to academic staff. Unfortunately, reductions in staffing and an increasing reliance on limited appointments and LTEs continue to put pressure on the ability of academic staff to be an effective voice in shared governance. The Senate may wish to consider this matter.

ASPP #708 (Titling Guidelines for Instructional Academic Staff)

The Council expects to approve this policy at today’s meeting and to forward it to the Chancellor. The policy has been the result of four years of difficult work by the Council, the Academic Staff Personnel Committee, the department chairs, the associate deans, and Central administration. It will serve as a solid foundation for IAS titling, and it will evolve as the needs of the institution and the roles of IAS change.

Additional Matters

With the assistance of the ASNEC, the Council continues to revise the ASCS Bylaws and intends to adopt updated bylaws next year. We also look forward to working with the Faculty Professional Standards Committee and the ASPC in overhauling IP #320 to provide better guidance for the merit review process for IAS. Finally, academic staff look forward to contributing to the discussion as the Online element of the institution continues to develop.

Respectfully Submitted,

Jeff Verona
April 24, 2015
Attachment 11

UW Colleges Academic Staff Representative to UW System Administration
Report to the UW Colleges Senate
April 24, 2015

The Board of Regents meeting, which was hosted by the UW Colleges and UW-Extension, was held at the University of Wisconsin-Waukesha. The Education Committee Meeting started with a presentation from Provost Lampe, UW Colleges and Provost Browder, UW-Extension discussing the BAAS Degree and Inspiring Innovation.

Some key points from the presentation:
- Sixty-percent of jobs will require some type of degree by 2020
- More people are seeking higher education than ever before
- Only 25% of UW Colleges are “traditional” students

The Work-Family Debate in Popular Culture: Can Women and Men “Have it All?” – Wisconsin Public Radio Ideas Network with Larry Meiller, broadcasted LIVE
By: Timothy Dunn, Associate Professor of Philosophy and Ellyn Lem, Associate Professor of English both from UW-Waukesha

An insightful examination of gender roles in the workplace and how the competing demands of family-work life can be balanced. As a pop culture starting point, the study begins with an examination of the ensuing media frenzy and passionate discussions resulting from the Atlantic Magazine cover story, “Why Women Can’t Have it All” by former Princeton Professor Anne-Marie Slaughter and widens its scope into popular films and television (http://mellenpress.com/mellenpress.cfm?bookid=9054&pc=9)

Chancellor Sandeen gave a presentation on UW Colleges and UW-Extension: Inspiring Innovation, Creating Futures. Highlighted on the WisPACT program and stated that “the UW Colleges is the access arm for the UW System, and that we truly are demonstrating the Wisconsin Idea.” She ended the presentation by saying the UW Colleges and UW-Extension represents “Access Collaboration, Efficiency, Leadership, and Innovation”. Chancellor Sandeen also mentioned of what to expect due to the budget cuts, “students will see less course variety, instructors working on different campuses, Opportunity Cost (development and enhancing programs) Marketing, and an inability to correct salary issues”.

On Friday, the BoR Meeting started with President Ray Cross giving his report on new innovations and research happening at the various campuses in the UW System. For example UW-Milwaukee is working on detecting Ebola, while UW-Madison is working on a cure. After President Cross’s report the procedure of dismissing faculty and academic staff was discussed (UWS 4, UWS 7).

Kris Andrews, Associate Vice President for Federal and Corporate Relations
- 2015 Federal Priorities Presentation
  - Perkins Loans at risk - set to expire September 2015
- Pell Grants - largest grant program provides need-based financial aid
- **Loans are a reality** - 74% of WI graduates have loan debt; however, one of the less states with defaults
- Innovation deficit - Federal funding for research for education
  - Visit [www.innovationdeficit.org](http://www.innovationdeficit.org) for more information or join in the conversation via Twitter by following #innovationdeficit

The 23rd Annual Teaching Excellence Awards (highest recognition to faculty and staff)
- Professor Gregory S Aldrete, UW Green Bay
- Professor Shubhangi S. Slalder, UW Waukesha
- Department of Mathematics, UW La Crosse

Changing World of Libraries: One System - One Library Presentation
Some key points from the presentation:
- Print materials are still useful
- Libraries benefit all
- Competitive advantage for universities

Respectfully Submitted,
Danielle (Marcy) Dickson
April 13, 2015
Meeting of the Council
Held April 16 via Lync.

UPS Policy Work
Grievance Policy is near completion. Still a few minor issues to be worked out.
The Layoff committee work group continues to meet with D Prucha to discuss and draft that policy.

Council Elections
The following people have been elected as Senators for 2015-2017:
Bradley Wilson – UW-Baraboo/Sauk County
Christi Larson – UW-Washington County

Senate Shared Governance Survey
Council members were reminded to forward the Shared Governance Survey to their campus colleagues for participation of classified staff.

Calendar
Council discussed and approved the USC calendar for the remaining session until August 13 when the new Council members Jacci Sacco (BRN) and Jean Stapleton (WAK) and Senators Brad Wilson (BRB) and Christi Larson (WSH) will begin serving their terms, at which time the new officers will be elected. USC Bylaws dictate that Juli McGuire (FOX), current vice-chair will assume the chair position at the August 13 meeting.
Still no Rock representative for the Council.
Remaining meetings until new session: Friday, May 15, June 18 F2F(@MAN), July 16 tentative, August 13, tentative F2F.

Statewide Meetings
Members of the University Staff continue to meet via teleconference with representatives from the four-year institutions to discuss policy work.

Respectfully submitted,
Rose Brust, Chair
UW Colleges University Staff Council
This has been another busy month for Student Governance Council. My report will cover current SGC priorities, my own recent activities in student representation, and a look forward at the upcoming SGC election along with a call for student nominees.

This month marks the departure of our SGC Advisor, Kimberly Valenza, after 4 years of service in this role. Kim has been a tremendous asset to SGC during my time as President and played a significant role in my efforts to rebuild SGC over the past 6 months. I would like to thank Kim for her excellence in this role and for being a relentless student advocate. Nominations for the position of SGC advisor (via Brenda Stoffels) are being accepted through April 20th, after which SGC will choose a replacement advisor in cooperation with the Chancellor’s office.

Current SGC efforts are focused primarily on finding nominations for the next Executive Board. The final SGC meeting of the semester will be held on May 7th, at which time an election will be held for the 2015-2016 board. I intend to run for a second term as SGC President, as I will be continuing as a student at UW-Marshfield/Wood County through the 2015-16 academic year and am interested in continuing the process of strengthening SGC and representing students for another year. Student self-nominations are being accepted through May 5th, via email, for the four main board positions of President, Vice President, Financial Director, and Executive Director. Nominations are to be sent to the current President (myself) and Advisor (as of this writing, currently Rich Barnhouse as interim) and should include a brief statement covering relevant experience and qualifications. Any members of the Senate with knowledge of continuing students interested in leadership are encouraged to pass along a recommendation to them for SGC participation. Nominations may be accepted verbally at the May 7th meeting as well, with the consent of the voting membership.

SGC has continued to work on engaging students in responding to the proposed UW budget cuts. Since the UW Colleges Budget Planning Task Force recommendations have now been released, the focus in this area will shift to educating students on the changes being proposed in this report and their effects on the UW Colleges, and using this to encourage students to further press the issue of the large UW budget cuts with legislators, particularly the consequences this will have for the UW Colleges. SGC will be partnering with UW System Student Reps in lobbying efforts throughout the remainder of April and into May.

On March 20th, mere hours after the end of our last Senate meeting, I was notified of my appointment to the Board of Regents Shared Governance Task Force. I look forward to serving in this position to represent student interests in planning for the possible future need for Regents policy to replace Wis. Stats. Chapter 36 regarding shared governance rights.

I attended the final two public hearings of the Joint Finance Committee on March 23rd and March 26th, in Rice Lake and Reedsburg, and was able to speak at both locations. My testimony focused
on the impact and value of the UW Colleges for our state and the negative effects that budget cuts will have on students.

On April 10th, I had the honor of speaking at the inauguration of Chancellor Cathy Sandeen at UW-Waukesha, to welcome her to the position on behalf of students. My comments focused on the value of communication between students and administration. I would like to thank Chancellor Sandeen for the opportunity to represent students at this event.

Finally, on April 11th, I was elected to the position of Vice Chair of UW System Student Reps for the 2015-2016 academic year. I expect to use this position and my planned role in SGC to benefit both organizations in involving student leaders. Including myself, the newly-elected seven-member UW Student Reps Executive Board includes three current UW Colleges students, up from zero last year. I consider this a success in bringing more Colleges representation into state-level student shared governance work, and I look forward to the opportunities this combination of roles will provide for me in representing students to institutional shared governance groups and administration, UW System Administration, the Board of Regents, President Cross, the state legislature, and the Governor’s office.

SGC would like to sincerely thank the Senate for valuing student representation as a stakeholder in our institutional shared governance. My personal thanks go to Chancellor Cathy Sandeen, Richard Barnhouse, Joseph Foy, Mark Peterson, and Linda Baum for their support. Once again, best wishes to our outgoing SGC advisor Kimberly Valenza. Her mentoring and commitment to students set a high standard, and her contributions in advising will be greatly missed by SGC.

Respectfully,
Graham Pearce
Student Governance Council President
The Senate Academic Policy Committee (SAPC) forges ahead on several fronts: working to clarify policy language around the creation, combination, or dissolution of academic departments/programs; reviewing the role (or lack thereof) of campus ombudspersons throughout the Colleges; as well as forwarding multiple policies to the full Senate for consideration. I want to thank my Committee colleagues for their thoughtful work and other contributions. We remain an excellent team for creating and/or revising important UW Colleges’ policy.

SAPC met the morning of March 20, 2015. During this meeting, we discussed and/or acted on the following items:

1) Senate Steering has tasked SAPC with developing new policy language for the dissolution, combination, split, or relocation of academic departments and/or programs. After the January Senate meeting, SAPC Chair, Caleb Bush, began preliminary revisions to the recently created IP#408. The committee wanted to see how revisions could be made within the created framework provided by #408. Bush shared a first draft of the revised policy, and lengthy discussion ensued. The committee generally agreed that the policy should be specific and clear in all the steps involved. The first draft was too general in nature. We also felt it would be wise to consult outside groups, perhaps even System Legal, as the authority lines involved seem murky. Bush agreed to continue work on this important task.

2) The committee discussed a fully vetted, revised version of IP#107, including a recently crafted introductory statement. We agreed that the policy was ready, and Bush agreed to make final all changes before the April Senate meeting.

3) Senate Steering recently charged SAPC with creating language that would give academic program chairs standing to serve in roles currently open to department chairs. Bush made changes to IP#405 and shared this policy revision with the committee. Committee members suggested a few language edits, and the policy was approved for introduction.

4) SAPC discussed a recent charge from Senate Steering to investigate the role of Campus Ombudspersons across the UW Colleges. There is uncertainty if all campuses have such a role, and, if so, who handles such mediation and how it is handled. The committee discussed this charge and expressed some confusion over SAPC’ ability to affect change on this particular matter. SAPC Chair, Bush, indicated he would send this back to Steering for further clarification (pending!).
5) Finally, SAPC was recently tasked with a review of Chapter 11 of the UW Colleges’ Constitution as it concerns the creation of academic programs. Current language holds some contradictory and/or confusing elements that need clarification. The committee, short on time, agreed to begin a review of this important task. This will be work ongoing, into the fall semester and likely beyond.

In the weeks following the March meeting, SAPC engaged in the following activity:

1) Two policy amendments, IP#107, concerning mediated instruction, and IP#405, concerning program chairs service on Senate governance bodies, have been finalized and forwarded for introduction at the April meeting. As Committee Chair, I want to thank Joanne Giordano for her solid, thoughtful work on the much-needed revision of IP#107, a policy that was hopelessly dated and largely irrelevant to current instructional practice. The new IP#107 provides a policy for the present and future of the Colleges.

2) SAPC Chair, Bush, has fielded a few questions regarding the recently introduced Academic Forgiveness policy. As the Senate will be voting to adopt this policy in April, I am hopeful that either myself or other committee members can answer other questions satisfactorily. This policy came to the committee with lots of riddles we have worked for many months to solve. The current policy reflects the thoughtful feedback of committee members as well as multiple outside parties. I anticipate the coming vote on this policy.

As Chair, I welcome comments, questions, and/or feedback. It’s been another productive year.

Respectfully submitted,
Caleb M. Bush
Chair of Senate Academic Policy Committee
April 24, 2015
Budget and Budget Planning Taskforce:

The BPTF is submitting its report to the chancellor on April 10th. There will be a town hall on April 20th so the report should be public and people given time to make initial responses before the senate meeting on April 24th.

The Budget Committee has been an integral part of the BPTF with three of the eight members of the task force coming from the budget committee. It is the intent of the committee to remain actively involved in the implementation of the expected cuts and while the details of that process are still uncertain, the chancellor has expressed support for continued involvement of the committee.

PD Policy Review:

The Budget Committee has been charged by Steering to review the PD policies throughout the institution.

The responses to the SBC’s questions that were sent to all departments and campuses have been varied and show a wide variety of policies and for several portions of the colleges, no formal policy has been codified. The wide variations in the formality of PD processes, wide variations in internal timelines, and wide variation in timelines for external PD funds is likely to limit how much the SBC will be able to do with this review.

Our initial plan is to generate a document that gathers all the timelines for all the various PD policies to a single point to aid in planning.

We are examining whether it will be possible to provide any additional resources from this review.

Michael Gorman
Chair – Senate Budget Committee
April 24, 2015
Attachment 16

Faculty Professional Standards Committee Chair
Report to the UW Colleges Senate
April 24, 2015

The committee has been working for nearly two years on a comprehensive review of the merit review policies with special attention being given to how such procedures might inadvertently add to gender bias and other forms of bias. We did much homework, researching issues of bias in many forms of merit rating of personnel, and specifically looked at research on bias in academic merit review systems. We consulted with other committees, including Senate Budget and the Special Committee on Merit Distribution. We looked at potential needs to adjust the formula for distribution of merit raise funds, the potential need to add additional merit ranking levels to express levels of success below those levels eligible for higher percentages of merit raise funds, and the potential need to specify in policy the standards of performance to achieve each level of merit ranking. We circulated a survey amongst the faculty seeking input on several issues relative to potential changes to the merit policy. We listened carefully to the will of the faculty. We debated the desires of administration to use the merit ranking system to help differentiate salaries by way of potentially large variations in sizes of raises against a faculty desire that merit rankings, which over the past decade have done little to differentiate salaries as there have been so few opportunities to implement raises based on merit rankings, instead be used to reward the great and hard work that so many do in the UW Colleges.

As a result of this research and listening, we have crafted a major policy revision of FPP#503. We are also considering further changes next year to the policy on Activity Reports and on extending merit ranking of IAS to parallel that for faculty. In revising FPP#503, we found more promise in the faculty approach to using merit rankings as a reward in themselves and chose to therefore eliminate the old percentage limits of those who could receive higher merit rankings. As an alternative, we introduce a new ranking below Meritorious to be used for those faculty deemed to be doing their jobs as required, yet not performing far enough above minimum standards to be worthy of a Meritorious ranking. We also call for the creation and use of standards of performance expectations to achieve each level of merit ranking. Such standards should assist faculty as they prepare materials for the merit ranking process, and assist them throughout each year of service as they set their own performance levels. Such standards should also assist ranking committees as they set about ranking each faculty member. It is our hopes that clear standards would make the rating system easier and clearer, no longer pitting a faculty member against others for the last spot in a high merit rank, but rather comparing the work of a faculty member against pre-determined standards for high levels of performance. We also opted for standards as they are suggestive and with enough breadth to allow committee members room to make individual applications to the varied forms of performance differing faculty might exemplify. We also chose to stress use of the AR materials in evaluating teaching performance, professional development performance, and service performance, with teaching work comprising a majority of the merit ranking consideration and professional development work and service work being equalized and, together, comprising less than half of the merit ranking consideration. Finally, in considering evidence of teaching performance, we stressed that use of the SSI averages data, and qualitative comments, be placed in a position secondary to evidence presented
in the AR. SSI results are found to be very problematic as they are averages and as the data is often impacted by gender issues, not just teaching success.

We appreciate that this major revision is not likely perfect and may need further revisions in the years ahead, but it is a total package of needed and requested changes. We appreciate that one person’s least favorite change in this revision is likely another person’s favorite change. We hope that all will consider first if there are any aspects of the revised version with which they just cannot live. Should the response be that nothing is that egregious, we next ask that each faculty member consider if the balance of changes in the revision is positive. If so, we hope these faculty members will support the revision and share with senate those specific areas which they feel still need to be changed. Should a substantial number of faculty agree on a needed change, we will work to amend this revised policy next year.

The committee’s work to create a unified policy covering the various forms of grievances and appeals now scattered across policies in the UW Colleges continues. This unified policy will spell out needed differences, as well as common procedures. It will then charge each respective committee to develop its own procedural guidelines. In this process, we have been working with central office personnel and UW System Legal to be sure the unified policy is consistent with state law and with UW System policy. This action will simplify language in the constitution and add details in the senate policies. We are nearing completion of a revision of the senate policy to clear up ambiguities the current version has created. Work on the constitutional language will continue next year.

As requested by the senators at the March meeting, the FPSC is researching needs for additional adjustments of language in IP#320. We have been delayed in seeking and receiving information on need to eliminate language regarding renewable appointments of IAS. Once we receive the needed information, we will add changes to the earlier changes, as requested by department chairs and Associate Deans. These earlier changes altered the language in IP #320 to specify distribution of AR (Activity Reports) to all IAS who have taught during an academic year to assure that spring-only instructors are included in the AR and review process. They also stipulated the IAS review score be shared only with the Director of Human Resources at the central administration level.

Respectfully submitted,

Ron Gulotta
Chairperson, Faculty Professional Standards Committee
Since the last SAC report submitted for the Senate on March 1, 2015 the committee has not met. Via email, we have discussed a proposed revision to IP #101 on analytical skills but will send this small change onto senate after we discuss other proposed changes to the communication skills proficiency.

A spring meeting with the CACs, to discuss progress on the Campus assessment projects, will take place via Wisline in April. The committee will receive the final campus assessment reports from the CACs by May 30 and will review these reports during June to provide feedback to the CACs by July.

The committee will have a Wisline meeting with the DACs (Department Assessment Coordinators) on June 19, 2015. There will be a face-to-face meeting with DACs on August 14, 2015. Draft reports of department assessments will be submitted to the committee by July 15 and committee members will return preliminary comments for these reports to the DACs at or before the August meeting.

Submitted by
Kristin Plessel
SAC Chair
April 2, 2015
**Background and Rationale**

In the “Vision” section of the [“Mission, Goals and Vision of UW Colleges”](http://www.uwc.edu/about/overview/mission-goals-and-vision-uw-colleges) it states:

“...In order to realize the mission, all members of the UW Colleges community have a responsibility to promote and a right to expect:

**Respect for Persons**

...Basic to respect is the freedom of inquiry and expression — the right to be heard and the obligation to listen....

**Responsive Institution**

Each member of the community has a right and a responsibility to contribute to the success of the institution. ... All segments should be involved in budgeting and other long-range planning. Leaders seek and respect input gained through the shared governance process, so that decisions are made in the best interests of all members. Institutional and campus policies contribute to the success of all members of the community.”

All members of the UW Colleges community should be included in campus governance (inclusive), rather than including only those with a “qualifying” appointment percentage (exclusive), insuring the best and all possible ideas and input on issues and to align with the Mission, Goals and Vision of UW Colleges.

**Proposed changes are crossed off in black. (Deletions only.)**

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**UW Colleges Constitution**

**Chapter 3 - Campus Governance**

Approved by the UW Board of Regents 9/10/93
Revision adopted by the Senate 01/10/01
Revision adopted by the Senate April 27, 2007
Revision adopted by the Senate March 6, 2009
Revision adopted by the Senate (SGC) 2012-10-26
Revision adopted by the Senate (SSC) 2014-03-14

**3.00 Campus Constitution**

Each campus collegium shall maintain a constitution which is in compliance with the constitution of the UW Colleges. Amendments to campus constitutions require the approval of the chancellor.

**3.01 Membership**

Revised by the Senate 3-6-2009
Revised by the Senate (SSC) 2014-03-14
Each campus collegium shall consist of faculty, academic staff, classified staff, and student representatives. The campus dean or his/her designee shall be the presiding officer of the collegium. Collegia constitutions shall allow for no fewer than three and no more than eight student members of the collegium. Students shall select their representatives to the campus collegium. All collegium members with appointments of one half time or more, and student representatives may participate in all elections and vote on all collegium motions, except that only faculty shall vote for the faculty senator, only ranked faculty shall vote on faculty personnel issues, only eligible academic staff shall vote on academic staff personnel issues, and only classified staff shall vote on matters pertaining to classified staff.

A faculty, academic staff, or classified staff member with a split appointment or at least a 40% appointment that is entirely through the University of Wisconsin Colleges Online shall have his/her collegium membership determined in the letter of appointment or by designation.

3.02 Jurisdiction and Responsibilities

Each campus collegium shall be the deliberative and legislative body of the campus. Through its actions and its standing committees, the collegium shall recommend to the campus dean means of improving the educational program. It shall refer to the Senate matters of UW Colleges or campus concern and act on matters presented to it by the Senate.

3.03 Divisions

Each campus may organize its faculty into appropriate divisions to provide broad disciplinary representation in committees

3.04 Campus Collegium Steering Committee

Each campus collegium shall elect from its members a steering committee composed of faculty, academic staff and classified staff, the majority of which must be faculty. The campus dean shall be a non-voting ex-officio member. The steering committee of the campus collegium shall have among its duties and responsibilities the following:

1. Prepare the agenda for the collegium;
2. Call regular and special meetings of the collegium;
3. Establish ad hoc committees;
4. Refer specific issues to appropriate collegium committees;
5. Act for the collegium until the next scheduled meeting of the collegium.

3.05 Other Campus Collegium Committees

Each campus collegium shall elect as many standing committees as it deems necessary to serve the campus as major advisory bodies to the campus dean on the following subjects:

1. Appointment of faculty and academic staff;
2. Evaluation of faculty and teaching academic staff;
3. Curriculum and course improvements;
4. Budget;
5. Academic actions;

Each standing committee shall have a majority of faculty. Academic staff shall have the right to representation and to select their own representatives on all committees except those designated for faculty and classified staff personnel issues. Classified staff shall have the right to representation and to select their own representatives on all committees except those designated for faculty and academic staff personnel issues. The committee charged with retention, tenure and promotion decisions for faculty must consist only of tenured faculty members. Collegia constitutions shall allow for student members on committees designated to consider all professional appointments, curriculum, academic actions and on the committee designated to advise the campus dean on the budget. The campus student government will be the electing body for all student representatives on all campus governance committees. There shall be no students on the committees designated to evaluate faculty and teaching academic staff, or consider faculty grievances. However, student input must be sought in the evaluation of faculty and teaching academic staff at least once every three years. The campus student government will be responsible for creating a committee for student life and interests and for the dispensation of segregated university fees.

The committees providing advice on faculty and teaching academic staff appointments and curriculum shall seek the advice of appropriate department executive committees. The committee designated to evaluate faculty and teaching academic staff shall seek the advice of the appropriate department executive committees in its annual evaluation of all faculty and academic teaching staff. Appointments, renewals, tenure, and promotions may be granted only after affirmative recommendations of the appropriate campus committee(s) and academic department.

[End]
Background and Rationale
In order to bring the Classified Staff Council of Senators and Classified Staff Council more in line with the structure and term limits of the UW Colleges Senate, allow for a greater diversity of the classified staff population the opportunity to serve on Senate Committees and the University Staff Council, and to better ensure the continuance of terms (less resignations, compacted burden) by all elected members, the University Staff (Classified Staff) Council proposes the following structural changes to Classified (University) Staff governance.

Also, the reclassification of three committees from Classified Staff Senate Standing Committees to Ad Hoc is based on discussion with the University Staff Council.

Proposed changes are crossed off in black (deletions) and are red, bold, italic, underlined font.

UW Colleges Constitution
Chapter 2 - UW Colleges Governance

[[...]]

2.08 Classified Staff Council of Senators and Classified Staff Council
Add by the Senate (SSC) 2014-03-14

Membership in the Classified Staff Council of Senators shall be 5 Classified Staff Senators chosen by the Classified Staff Council after elections of Council representatives have been held on each of the 13 campuses, Online, and Central Office in the designated election year. One senator shall serve as lead senator, who shall be responsible for convening and conducting meetings of the classified staff senators and Council as necessary and shall be a classified staff member of the UW Colleges Senate Steering Committee. A second senator shall serve as the classified staff representative to UW System and the second classified staff member of Senate Steering.

Membership in the Classified Staff Council shall include all 15 representatives chosen by the classified staff members on each campus.
One senator shall serve as lead senator, who shall be responsible for convening and conducting meetings of the classified staff senators as necessary and shall be a classified staff member of the UW Colleges Senate Steering Committee. A classified staff senator, chosen by the Classified Staff Council, shall be the classified staff representative to UW System and serve as the second classified staff member of Senate-Steering. These representatives shall be responsible for communicating information and Council actions to the classified staff at their respective campuses/locations.

2.09 Classified Staff Council Committees
Added by the Senate (SSC) 2014-03-14

Members of the Classified Staff Executive Committee, Classified Staff Bylaws Committee, Classified Staff Shared Governance Committee, Classified Staff Nominations and Elections Committee, Classified Staff Communications Committee, and Classified Staff Personnel Policy Committee will be elected or appointed by the Classified Staff Council (see Chapter 10). The UW Colleges Classified Staff Council shall establish ad hoc committees as necessary and represent the classified staff perspective to the UW Colleges Senate.

A. Classified Staff Executive Committee

Members of this committee serve a one-year term. This committee is comprised of the 5 Classified Staff Senators who, after having been elected by the Classified Staff Council, and with the exception of the years through August 2016, will choose the Classified Staff Council Chair/Lead Senator, the Vice Chair, Secretary, and Member-at-Large, and An administrative liaison (appointed by the Chancellor), shall be an ex-officio member of this committee. In extraordinary circumstances, the Executive Committee shall be authorized to exercise the powers of the Classified Staff Council in the event that a quorum cannot be attained.

B. Classified Staff Bylaws Committee (three classified staff, one of which must be a Council member)

Members of this committee shall review Classified Staff Council Bylaws and Policy documents and propose changes as necessary.

C. Classified Staff Shared Governance Committee (five classified staff, one of which must be a Council member)

This committee shall outline the opportunities, roles and responsibilities of classified staff in shared governance.

B. D. Classified Staff Nominations and Elections Committee (three classified staff, one of which must be a Council member)

Members of this committee shall be appointed by the Classified Staff Executive Committee to serve staggered two-year terms and shall be responsible for soliciting nominations and coordinating the elections for membership on the Classified Staff Council.
E. Classified Staff Communications Committee (three classified staff, one of which must be a Council member)

This committee shall be responsible for facilitating the dissemination of information to the UW Colleges classified staff at the direction of the Classified Staff Council.

C F. Classified Staff Personnel Policy Committee (five classified staff, one of which must be a Council member)

Members of this committee shall be appointed by the Classified Staff Executive Committee to serve staggered two-year terms and be responsible for working with UW Colleges administrative units and UW Colleges Senate on the development and oversight of personnel policies and procedures.

2.10 Referendum

The Senate, through its Steering Committee, may determine that a particular issue is of such importance that a referendum is the only appropriate manner to arrive at a determination of opinion. A referendum may also be initiated by a petition to the Chancellor of 10 percent of the collegia from each of at least one-half of the campuses of the UW Colleges. The Chancellor may also initiate a referendum at his/her own discretion. A separate referendum of either faculty or academic staff may be initiated by the Chancellor. A faculty referendum may also be initiated by the faculty members of the Senate Steering Committee or at the request of five department chairs; an academic staff referendum may be initiated by the academic staff senators. In any of these instances, the Steering Committee of the Senate will establish procedures for the distribution and tallying of the ballots.

[End]
Attachment 20

UW Colleges Senate
Adoption: April 24, 2015
Proposed Amendment of UW Colleges Constitution Chapter 10
(“ Classified Staff (University Staff)”) 

Background and Rationale
In order to bring the Classified Staff Council of Senators and Classified Staff Council more in line with the structure and term limits of the UW Colleges Senate, allow for a greater diversity of the classified staff population the opportunity to serve on Senate Committees and the University Staff Council, and to better ensure the continuance of terms (less resignations, compacted burden) by all elected members, the University Staff (Classified Staff) Council proposes the following structural changes to Classified (University) Staff governance.

These proposed amendments will allow Chapter 10 to align with Chapter 2 amendments should those amendments pass.

Proposed changes are crossed off in black (deletions) and red, bold, italic, underlined font.

UW Colleges Constitution
Chapter 10 – Classified Staff (University Staff)

10.00 Classified Staff

"Classified staff" means the professional, administrative and all supporting personnel, other than faculty and academic staff.

10.01 Functional Units

A functional unit is a group of classified staff recognized by the classified staff and chancellor as dealing with a common area of expertise and responsible for providing a common service in support of the mission of the institution.

10.02 Membership and Voting Rights

All current classified staff are eligible to serve on the UW Colleges Senate. All classified staff members are eligible to vote in Classified Staff Council member elections regardless of percentage of appointment.

10.03 Classified Staff Council of Senators and Classified Staff Council

Membership in the Classified Staff Council of Senators shall be 5 Classified Staff Senators chosen by the Classified Staff Council after elections of Council representatives have been held on each of the 13 campuses, Online, and Central Office. One senator shall serve as lead...
senator, who shall be responsible for convening and conducting meetings of the classified staff senators and Council as necessary and shall be a classified staff member of the UW Colleges Senate Steering Committee. A second senator shall serve as the classified staff representative to UW System and the second classified staff member of Senate Steering.

Membership in the Classified Staff Council shall include all 15 representatives chosen current classified staff senators and alternates chosen by the classified staff members on each campus/location. One senator shall serve as lead senator, who shall be responsible for convening and conducting meetings of the classified staff senators as necessary and shall be a classified staff member of the UW Colleges Senate Steering Committee. A classified staff senator, chosen by the Classified Staff Council, shall be the classified staff representative to UW System and serve as the second classified staff member of Senate Steering. These representatives shall be responsible for communicating information and Council actions to the classified staff at their respective campuses/locations.

10.04 Senate and Classified Staff Council Standing Committees

Senate standing committees are described in Ch. 2.03 of the UW Colleges Constitution and Classified Staff Council standing committees are described in Ch. 2.09 of the same document. Classified staff members of any Senate or Council committees will be chosen by the Classified Staff Council.

10.05 Classified Staff Personnel Policies

The Classified Staff Council of Senators, in consultation with the chancellor and, as appropriate, with the faculty, academic staff and students, shall develop policies and procedures to implement UW System Board of Regents Policy Documents.

10.06 Bylaws

The University Staff Council Bylaws are currently being held in abeyance until July 1, 2015. Until such time that these Bylaws take effect, the Classified Staff Council Interim Policy document shall be the guide for procedures and actions taken by the University Classified Staff Council.

[End]
UW Colleges Senate
Adoption: April 24, 2015
Proposed Amendment of UW Colleges Constitution Chapter 2
(“UW Colleges Governance “)

Background and Rationale
Faculty senators need to be elected in time to attend the April Senate meeting at which the next year’s committee slates are voted on and approved. Campuses that do not elect Senators until their April Collegia can miss the opportunity to be represented in this important part of shared governance. An April 1st deadline will guarantee that all Senators will be able to participate.

Proposed changes are in bold, red, italicized, and underlined font.

UW Colleges Constitution
Chapter 2 - UW Colleges Governance

Approved by the UW Board of Regents 9/10/93
Revision adopted by the Senate 11/12/94
Revision adopted by the Senate 5/5/95
Revision adopted by the Senate 9/20/97
Revision adopted by the Senate 4/23/99
Revision adopted by the Senate 10/17/08
Revision adopted by the Senate 2012-01-11
Revision adopted by the Senate (SSC) 2014-01-22
Revision adopted by the Senate (SSC) 2014-03-14
Revision adopted by the Senate (SSC) 2015-03-20

2.02 Senate Membership

Revised by the Senate (SSC) 2014-03-14

The faculty at each college shall elect faculty senators. UW-Waukesha shall elect three faculty senators, UW-Fox Valley and UW-Marathon County shall elect two faculty senators, and all other campuses shall elect one faculty senator. **Faculty senators must be elected prior to April 1st.**

Every five years, beginning in 2000, the Senate will review the number of faculty at each campus and determine if the number of faculty at the various campuses warrants a change in the number of faculty senators from each campus.

Eight academic staff senators, at least two of which are members of the instructional academic staff with an appointment of .40 or greater, shall be selected by the academic staff who are eligible to participate in Senate elections (see Chapter 7.02).

Five classified staff senators shall be selected by the Classified Staff Council. The remaining 10 Council members shall serve as alternates.
There shall be three student senators and three alternates chosen by the UW Colleges Student Government Council from among elected members of the college student government associations.

The Chair of Senate Steering shall be the Senate’s presiding officer and, as a senator, retain their vote.

The Chancellor shall appoint one of the college deans to be a non-voting member, who shall participate in Senate discussions, and will serve as an ex-officio, non-voting member of the Senate Steering Committee.

Department chairs shall elect from their members one non-voting member, who shall participate in Senate discussions, and will serve as an ex-officio, non-voting member of the Senate Steering Committee.

The term of office of non-student members of the Senate shall be two years. The term of office of student members shall be one year.

[...]
Background and Rationale
As an institution of access within the University of Wisconsin System, the University of Wisconsin Colleges occupy a unique position to help students with previous histories of academic difficulty transition back into college. The proposed “Academic Forgiveness” policy, consistent with academic forgiveness policies found at institutions throughout the UW System, would apply to an undergraduate student with a poor academic record from earlier college or university work, at the UW Colleges or elsewhere. This policy holds the potential to lighten the burden of poor prior performance once a student has demonstrated her/his ability to succeed academically.

Proposed changes are in bold, red, italicized, and underlined font.

UW Colleges Senate Policy
Institutional Policy Regarding Students #209
Academic Forgiveness Policy

I. Academic Forgiveness Eligibility, Restrictions, and Explanations

A. To be eligible for Academic Forgiveness, a student must:

1. Be a currently enrolled, degree-seeking student in the University of Wisconsin Colleges.

2. Have a cumulative grade-point average below 2.00 at the time of admission/readmission to the University of Wisconsin Colleges.

3. Not have been enrolled in an institution of higher learning for at least three continuous years prior to admission/readmission into the University of Wisconsin Colleges, except for completion of courses that were a precondition for admission/readmission. Enrollment in any credit course through any academic institution course delivery system disrupts the required three-year non-enrollment period, even if the student withdrew from the course(s).

4. Be in good academic standing for the first 12 credit hours earned from the University of Wisconsin Colleges before applying for forgiveness.
B. If Academic Forgiveness is granted, the student’s total GPA will be based solely on credits earned after admission/readmission into the UW Colleges. However, all courses taken three or more years prior to admission/readmission (and the grades received) will continue to appear on the student’s record. Students should be aware that other institutions may consider these when making transfer and admission decisions.

C. If Academic Forgiveness is granted, all courses with a credit-worthy grade (D- or better) earned three or more years before admission/readmission, up to a maximum of 30, may be used to satisfy degree requirements even though they are not included in the student’s cumulative GPA. Exceptions are made for “core courses” (ENG 102 and MAT 108/110/124) and any other courses in which degree requirements or policy mandate a student must achieve a specified, minimum course grade (e.g. “C” or better) for successful completion.

D. Academic Forgiveness of grades earned three or more years before admission/readmission may be granted only once.

II. Academic Forgiveness Procedures

A. In order to apply for Academic Forgiveness, a student must obtain an Academic Forgiveness application developed by the Registrar’s Office and supplied to campus Student Affairs offices, as well as a degree audit and an unofficial transcript.

B. The student applying for Academic Forgiveness must submit the completed Academic Forgiveness application, degree audit, and unofficial transcript to an advisor who will review the materials with the student.

C. If the advisor and the student agree that the student meets the eligibility requirements and that Academic Forgiveness would be beneficial, the student will submit in writing a letter and all supporting materials to the campus Assistant Campus Dean for Student Affairs.

1. If the application for Academic Forgiveness is approved, the student and the Registrar’s Office shall be notified within ten (10) working days from receipt of the application materials. The Registrar will update the student’s record and transcripts and provide an updated transcript to the student and the Assistant Campus Dean for Student Affairs from the requesting campus to place in the student’s academic file.
2. If the application for Academic Forgiveness is denied, the student shall be informed within ten (10) working days from receipt of the application materials. The student may appeal the decision to the campus Dean/CEO within five (5) working days of receiving the decision.

III. Advising

A. A student working with an academic advisor should consider carefully the advantages and disadvantages of Academic Forgiveness in relation to his/her academic record and progress toward a degree. If a student has taken courses potentially subject to Academic Forgiveness that have a positive impact on his/her cumulative GPA, Academic Forgiveness might not be best. Course-specific repeats might be a better option.

[End]
Attachment 23

UW Colleges Senate
Adoption: April 24, 2015
Proposed Revision of IP #103
(“UW Colleges Certificate Program”)

Background and Rationale
Campus academic action committees routinely make waivers regarding IP #101. Since departments grant certificates, departments should be able to grant waivers related to IP #103.

Proposed changes are in bold, red, italicized, and underlined font.

UW Colleges Senate Policy
Institutional Curricular Policy #103
UW Colleges Certificate Program

Adopted March 3, 2000
Reorganized and Renumbered 3/15/02
Revised by the SSC 2013-02-25
Revised by the Senate (SAPC) 2013-04-26
Revised by the Senate (SAPC) 2015-01-22

I. Definitions
A. A "certificate program" is defined as a designated cluster of interrelated courses or continuing education units from multiple disciplines or perspectives with a theme or focus.

B. A "credit certificate program" consists of a cluster of credit courses that are part of the regular curriculum offered at a UW Colleges campus.

C. A "non-credit certificate program" consists of continuing education course work and may have additional requirements or related activities.

II. Requirements
Revised by the Senate (SAPC) 2015-01-22

A. For the "credit certificate":
   1. A minimum of 15 credits.

   2. Up to 3 credits can be transferred into a certificate from institutions outside the UW Colleges.

   3. A grade of C or better for all the credit courses.

   **4. Waivers for these requirements may be granted by the relevant department.**

B. For the "non-credit certificate":
   1. Continuing education courses, credit courses, or related activities that meet the academic, workforce and/or other community needs addressed by the specific certificate.
C. Waivers for these requirements may be granted by the relevant department.

III. Implementation
Revised by the SSC 2013-02-25
Revised by the Senate (SAPC) 2013-04-26

A. A program can be proposed and offered by a single campus, but there can be only one institutional certificate in each area. Each campus may replicate the certificate cluster once it is approved. Minor revisions in a certificate program may be made due to campus specific options, with approval of the Provost.

B. The credit certificate program will be available to all students.

C. Certificate courses should be offered on a regular basis so those students may plan appropriately to complete the program. Delivery of courses with technology should be considered to make availability more widespread.

D. The assistant campus dean for student affairs will be responsible for certifying the completion of credit certificate programs. The campus outreach program coordinator will be responsible for certifying the completion of non-credit certificate programs.

E. Upon completion of the credit certificate, a notation of completion will be placed on the student's academic transcript by the Registrar’s Office.

F. Students completing either certificate will receive a document of recognition.

IV. Approval Process
Revised by the SSC 2013-02-25
Revised by the Senate (SAPC) 2015-01-22

A. A credit certificate proposal will be prepared by a campus dean in consultation with the campus curriculum committee and the relevant academic chairs. It should then be submitted to the UW Colleges Senate Curriculum Committee for its recommendation to the Provost, who will make the final decision.

B. A non-credit certificate proposal will be prepared by a campus dean in consultation with the campus outreach program coordinator. It should then be submitted to the Provost, who will make the final decision.

[End]
Rationale:
The existing mediated instruction policy is out-of-date because of changes in the role that technology plays in delivering instruction in the UW Colleges and in higher education in general. This policy covers online courses, hybrid/blended courses, distance education courses, and any other modes of instruction that use technology to replace all or parts of a course that normally take place in a face-to-face classroom. The original purposes of the policy was to a) ensure that students receive appropriate instruction in courses offered in alternative modes and b) keep traditional classroom instruction as the primary teaching mode for the UW Colleges. Proposed changes to IPO 107 update the mediated instruction policy to reflect current institutional practices and clarify the role of departments in overseeing and assessing instruction. Revisions to this policy also eliminate an outdated reporting process that requires Department Chairs to submit a written report on courses taught through mediated instruction to the Vice-Chancellor; because online, distance education, and hybrid courses have become a routine instructional mode in the UW Colleges, the reporting line should be the same as traditional courses, with the exception of classes taught in a new modality.

Proposed changes are in bold, red, italicized and underlined font

UW Colleges Senate Policy
Institutional Curricular Policy #107
Courses Using Mediated Instruction

Ratified by the Senate, September 13, 1986, p.6, App.7
Revision Initiated by the Senate, May 7, 1994, p.9, App.15
Revision Adopted by the Senate, Oct. 1, 1994; see May 7, 1994, App. 15
Reorganized and Renumbered March 15, 2002

UW Colleges Regulations of Courses Using Substantial Amounts of Mediated Instructional Materials and/or Relying Upon Media Technology As as the Primary Instructional Delivery Method

The use of technology, mediated instructional materials, online course delivery, and alternative modes of instruction are an important part of maintaining and expanding UW Colleges academic programs. Mediated instructional materials and technology can provide excellent and exciting means for the enrichment and expansion of the UW Colleges academic program and therefore their responsible use ought to be encouraged. That is especially so in working with highly motivated non-traditional and advanced students. However, human educational interaction and professional personal instruction shall remain the primary means of fulfilling the UW Colleges mission and must play a significant role in all aspects of the most academic programs on campuses, not including the UW Colleges Online Program. To insure
To ensure academic quality of courses and programs that rely heavily on technology for instruction, the following regulations shall be observed.

A. Professors proposing to teach credit courses in which substantial amounts of media material and/or technology are to be employed to supplement and enhance personal instruction must inform their academic departments of their plans and must consult with those departments at the initial stages and throughout the planning process.

A. Academic departments and standalone academic programs are responsible for overseeing the use of technology and mediated instruction for each course in their curriculum. They determine approved formats for delivering instruction for a particular course, appropriate use of new and existing technologies for teaching and assessing student learning, the role of mediated instructional materials and technology in traditional face-to-face courses, methods for assessing the effectiveness of courses and departmental programs that rely heavily on technology, and the minimum length of a course in relation to its delivery mode.

B. Such course must be reviewed and approved by The first time that a campus offers a course in a new delivery format, the appropriate academic departments must review and approve the primary mode of instruction before they are advertised or the campus advertises the course and before students are permitted to enroll in those courses. Academic departments and programs have the responsibility to assess the effectiveness of courses offered in alternative delivery formats and the authority to restrict or revoke the use of mediated instruction in previously approved courses. Department chairs and program coordinators must inform campus associate deans of any changes to approved modes of instruction for a course. They must also inform the Dean of the UW Colleges Online Program when an online version of a course no longer has departmental approval because of curricular changes or problems with the effectiveness of the course.

C. A careful evaluation of such courses must be conducted by the appropriate academic departments and a written report submitted by department chairs to the Vice Chancellor following the initial presentation of each such course.

C. Faculty and instructional academic staff must receive departmental approval to teach online, blended (hybrid), distance education, and other types of courses in alternative formats that use technology to deliver instruction. Academic departments and programs are responsible for establishing and reviewing the instructor credentials and training required for teaching courses that rely heavily on technology. Campuses and the UW Colleges Online Program may require additional training for faculty and instructional academic staff who receive departmental approval to teach a course in an alternative delivery format.

D. In consultation with department chairs and relevant shared governance committees, the Provost (or Provost’s designee) establishes the process for conducting institutional assessments of a new mode of instruction that relies heavily on technology. Institutional assessments of new delivery formats are separate from departmental assessments of courses and evaluation of instructors’ teaching.
E. All faculty and instructional academic staff who teach in a mediated mode retain the same rights, privileges, and responsibilities as instructors who teach non-mediated classroom courses. Instructors may have additional obligations if they sign contracts and receive compensation for designing and revising courses, developing scalable instructional materials, participating in paid training, or doing other compensated work that is not part of their contractual teaching loads.

[End]
Attachment 25

UW Colleges Senate
Introduction: April 24, 2015
Proposed Revision of Institutional Policy #405
(“Senate Procedures”)

Rationale:
As currently written, UW Colleges’ Constitution and policies indicate only department chairs can serve on committees and in other Senate roles calling for a department chair’s representative. This means academic program chairs from established programs such as Women’s Studies cannot technically serve in such a capacity. The addition of language, a new section M., clarifies that department or academic program chairs are eligible to serve as representative.

Proposed changes are in bold, red, italicized and underlined font.

UW Colleges Senate Policy
General Institutional Policies #405
Senate Procedures

L. Faculty Representative
Senate Minutes, January 4, 1974, p.5
Adopted revision - January 20, 1989, app. 10
Revision ratified by the Senate - March 11, 1989, app. 13
The chair of the Senate Steering Committee will serve as the UW Colleges representative at meetings of the Board of Regents and the Faculty Representatives with other faculty members of the Steering Committee serving as alternates. The chair of the Steering Committee shall have 1/2 release time.

M. Department or Academic Program Chair Representation in Senate Governance

When department chair representation is required in Senate governance, as indicated in the UW Colleges’ Constitution and/or Senate Bylaws, a department chair or faculty member serving as academic program chair shall be eligible.

N. Schedule for Annual Reports from Standing Committees
Senate Minutes, April 19, 1974, p.3 app. 4
Revision adopted by the Senate, May 3, 2002, p. __

The annual reports of all standing and bylaw committees of the Senate will be distributed to the Senate at its last meeting of the academic year, or before June 1 if there are committee issues that continue beyond that final senate meeting.

[End]
The UW Colleges faculty, academic staff, university staff, and administration members’ highest priority is to serve students by providing them access to the highest quality educational experiences possible. Therefore, after thoughtful deliberation between the chancellor and the campus executive officers and deans, the academic department chairs, and the UW Colleges Senate, the following institutional priorities have been designated for 2015-2016.

- Implement the chancellor’s budget reduction decisions

- Consider compensation needs faced by the UW Colleges by (a) initiating a compensation planning process for academic staff and university staff, and (b) continuing planning for further faculty compensation improvements

- Initiate the Associate of Arts and Science degree and curricular reimagining project

- Increase enrollments in the UW Colleges with an emphasis on nontraditional, returning adult students

- Investigate making UW Colleges Online a virtual campus
University of Wisconsin Colleges Senate
Resolution of Thanks
Senators and Other Representatives Leaving the Senate
April 24, 2015

Whereas the people listed below served the UW Colleges in a variety of governance roles during the 2014-2015 academic year,

❖ We thank you for your insights, your hard work, and your collegiality, and

❖ We wish you all the best as you continue to contribute to our institution in your classroom and your office, on your campus and in your department.

In particular, we thank Rose Brust for her work as chair of the University Staff Council, and of Classified Staff Executive and Shared Governance Committees, as well as serving as Lead Classified Staff Senator, along with our departing colleagues:

Faculty Senators

Katie Kalish, UW-Marathon County—serving since 2013

Faye Peng, UW-Richland—serving since 2013

Lisa Schreibersdorf, UW-Fond du Lac—serving since 2013

Academic Staff Senators

Julie DeZeeuw, UW-Manitowoc—serving since 2014

Classified Staff Senators

Rose Brust, UW-Marathon County—serving since 2014

Student Governance Council

Christiana Kmecheck, SGC Financial Director—serving a one-year term

Wayne Mortenson, SGC Vice President—serving a one-year term

Graham Pearce, SGC President—serving a one-year term

Department Chairs’ Representative

Greg Ahrenhoerster, UW-Waukesha—serving since 2014
Attachment 28

UW Colleges
Retirement Resolutions
April 24, 2015

A Resolution upon the Retirement of

Sharon Brickl

Office of Academic and Student Affairs, University of Wisconsin Colleges

The Office of Academic and Student Affairs wishes to honor Provost Executive Assistant Sharon Brickl on her retirement and to recognize her for her countless contributions.

WHEREAS:
Sharon Brickl has served the University of Wisconsin Colleges Office of Academic and Student Affairs, and the Provost and Vice Chancellor since December 31, 2000, as a dedicated and valued employee, and,

WHEREAS:
Sharon has served Wisconsin as a classified staff member for over 32 years including service to the State Patrol and the UW Colleges Provost’s Office, and,

WHEREAS:
Sharon was extraordinarily dedicated to her position and was extremely well organized. She was responsible for tenure and promotion process coordination, post tenure review process coordination, developing the academic calendar, processing emeritus requests, meeting planning and coordination, campus visit coordination, scheduling Deans Meetings, coordinating New Deans, New Chairs, and New Associate Dean Orientations, tracking UW Colleges collaborations and articulation agreements, and managing the Provost’s meeting schedule and daily activities keeping the Provost continuously on time and on task, and,

WHEREAS:
Sharon willingly took on additional activities. She planned numerous Day of Caring events for the Office of Academic and Student Affairs, coordinated Toys for Tots for the Lake Street Office, collected school supplies for local public schools, and deftly published the Office of Academic and Student Affairs newsletter, Academic Matters, three to four times a year, and,

WHEREAS:
Sharon baked delightful culinary treats, planned for special events including the annual Office of Academic and Student Affairs’ Holiday Luncheon, and added considerably to the collegial and pleasant climate in the Office of Academic and Student Affairs, therefore,

Be it resolved that the members of the Office of Academic and Student Affairs sincerely thank Sharon for her outstanding service, and wishes her a long and enjoyable retirement.

83
A Resolution for the Retirement of

Professor Clif Cavanaugh, Associate Professor of Computer Science, Engineering, Physics, and Astronomy

UW Colleges

WHEREAS Professor Clif Cavanaugh has been a dedicated employee at the University of Wisconsin-Richland for the past 36 years, and

WHEREAS he has been a Renaissance man on campus teaching astronomy, computer science, computer applications, physics, and mathematics during his tenure, and

WHEREAS he has enthusiastically engaged students in their studies and avoided explosions on campus and even in Jerry Bower’s garage, and

WHEREAS he successfully served as chair of the CSEPA department thus exploring his love of college administration, and

WHEREAS he has been a team player on campus his entire career and always willing to pitch in, and

WHEREAS his office and lab, once cleaned out, will be revealed as the location of any number of missing objects as well as messier objects, and

WHEREAS he has been a regular participant in campus social activities with almost nary a complaint except for those times at the Annual Road Rallye, and

WHEREAS time has always run fast for Clif including back when he started in 1979 and showed up a day early for dinner at John and Philomena Poole’s house, and

WHEREAS he was granted emeritus status by Chancellor Cathy Sandeen, and

WHEREAS he has been a clever, hot-sauce-loving, wonderful colleague,

BE IT THEREFORE RESOLVED that, on the occasion of Professor Clif Cavanaugh’s retirement, the Senate of the UW Colleges, the Office of the Provost and Vice Chancellor for Academic Affairs, and we, his colleagues at UW-Richland, do honor him with great praise and extend to him our best wishes for a long and joyful retirement.
Honoring
Louis Cordova
On His Retirement

Whereas Louis Cordova has served the UW-Marathon County campus and the Department of Buildings and Grounds for 3 years; and

Whereas Louis' leadership, through pre-emptive measures and streamlining processes, have created an organized and safe campus environment; and

Whereas, Louis has developed employee protocols and trainings which enhance the team and knowledge base of the staff in the department; and

Whereas Louis has created strong and important relationships with county facility leaders and local vendors; and

Whereas Louis' guidance during the custodial transition was valuable; and

Whereas Louis' donation of a tree he lovingly raised from a seedling, has improved the landscape of the CCE grounds; and

Whereas Louis' motorcycle in the parking lot signifies the official start of Spring on campus and his aviator sunglasses are beyond wicked cool; and

Whereas Louis Cordova's weekly trips to the exotic land of Marshfield, WI was a highlight of his tenure; and

Be it therefore highly resolved that, on the occasion of Louis Cordova's retirement, his friends and campus colleagues honor him with great praise and extend best wishes for a long and joyful retirement!
Resolution on the Retirement of

Professor Ned Grossnickle

Department of Biological Sciences

of the University of Wisconsin Colleges

April 10, 2015

Whereas Professor Ned Grossnickle has served for 26 years (1989-2015) as Professor of Biological Sciences at the University of Wisconsin-Marathon County campus;

Whereas Ned Grossnickle has positively impacted numerous students through his passion for the biological sciences, embracing new technologies, and developing innovative laboratory exercises for students who might otherwise have become discouraged;

Whereas Ned Grossnickle has twice served honorably and effectively as the Department Chair, strongly advocating for the members of the Department and for maintaining the high departmental standards of instructional excellence and scholarship;

Whereas Ned Grossnickle has been a role model of discipline-related public service, including his national prominence and leadership in the Sierra Club, contributions to the Central Wisconsin Chapter of the Citizens’ Climate Lobby, recent service as a Board Member of the Aldo Leopold Chapter of the National Audubon Society, and presence among many other organizations supporting environmental awareness;

Whereas Ned Grossnickle has been a valuable member of the Department with expertise in zooplankton and limnology, and now will have more time to analyze his extensive samples of Lake Dubay zooplankton;

Whereas Ned Grossnickle has for these many years been a leader of professionalism, comradery, and humor in the Department, qualities which surely will be missed;

Be it therefore resolved that the members of the University of Wisconsin Colleges Department of Biological Sciences extend their gratitude to Dr. Grossnickle for his service and wish him well in his retirement and in the future.
Honoring
Ned Grossnickle
On His Retirement

Whereas Ned Grossnickle has served the UW-Marathon County campus and the Department of Biological Sciences for 26 years, including two terms as a department chair; and

Whereas Ned has provided excellent instruction in a variety of courses to many hundreds, if not thousands, of students; and

Whereas the campus and the broader community have benefitted from Ned’s deep commitment to civic engagement, through his leadership in various environmental organizations, his many trips to Washington DC to lobby on behalf of environmental issues, his inclusion of service learning activities in his human physiology course, and his frequent reminders to get out and vote on election days; and

Whereas “Ned from Lake DuBay” is a reliable caller to Wisconsin Public Radio talk shows on environmental and political issues; and

Whereas Ned’s habit of wandering about the biology area while munching on a whole head of broccoli has surely earned the gratitude of many growers of that particular vegetable; and

Whereas Ned has demonstrated fearless commitment to the Safe Zone sticker displayed on his office door, for example when he asked Darla Zastrow for a copy of her LBD (little black dress) fitness routine; and

Whereas Ned must never again be permitted to sing in public with his shirt off; and

Whereas Ned has been a gracious moderator for the Great Decisions Lecture Series but, not known for order in his office, he may keep the DVD if he should ever find it; and

Whereas Ned’s boyish glee and boisterous enthusiasm for all things new and fascinating that catch his imagination have made him too young now (or ever) to retire;

Be it therefore highly resolved that, on the occasion of Ned Grossnickle’s retirement, his friends and campus colleagues honor him with great praise and extend best wishes for a long and joyful retirement!
A Resolution for the Retirement of

Mr. David G. Grunke

Building & Grounds Superintendent

UW-Manitowoc

WHEREAS Mr. Grunke, in a career spanning more than two decades at UW-Manitowoc, has exemplified the ideals of the UW Colleges, and

WHEREAS Mr. Grunke was promoted to Maintenance Supervisor in August 1997, and

WHEREAS he was promoted Building & Grounds Superintendent in August 2001, and

WHEREAS he received the Dean’s Performance Recognition Awards in 2000 and 2001, related to the UW-Manitowoc building project of those years, and

WHEREAS Mr. Grunke received numerous training certificates from the Department of Employee Relations and from various other vendors for everything from writing position descriptions to fume hood testing, and

WHEREAS he has received numerous written commendations from faculty and staff over the years, and

WHEREAS Mr. Grunke routinely volunteered for most weekend events over the last 16 years, and

WHEREAS Mr. Grunke, a master carpenter, built the cabinet outside of the administrative office, wherein the campus displays its notable achievements, and

WHEREAS demonstrating his commitment to safety, when our alarm system was not functioning, Mr. Grunke remained on the job overnight to ensure our campus’s well-being;

BE IT THEREFORE RESOLVED that, on the occasion of Mr. David G. Grunke’s retirement, the Senate of the UW Colleges does honor him with great praise and extend to him our best wishes for a long and joyful retirement.
Honoring
Mary Hoppe
On Her Retirement

Whereas Mary Hoppe has served the State of Wisconsin for 40 years, and UWMC has benefited enormously from her expertise for 24 years;

And whereas Mary has helped over 20,000 students and families in this region on their path to higher education;

And whereas Mary has upheld the highest professional standards in her own work and on her expectations of Student Affairs, all the while being a strong advocate for staff;

And whereas Mary will be missed as the anchor of the office, ready to pitch in whenever necessary and never here a minute past 7:30 am;

And whereas Mary could write a book on the pitfalls of PRISM;

And whereas Mary promises to leave with Student Affairs everything she knows about residency admissions;

And whereas Mary contributed to student scholarships for many years as a chef at the EATS Scholarship Fundraisers;

And whereas Mary has walked off several layers of County blacktop and concrete during her daily rain/shine/snow lunch hour walks;

And whereas Mary has red hair and has proved to us that there are unending shades of red;

And whereas Mary could tell you definitively where to find the best Bloody Mary in Wausau;

And whereas Mary will now be able to spend even more time at her northern Wisconsin residence, boating, reading and relaxing with her family, and will be able to spend as much time as she wishes with her darling grandson, Wyatt;

And whereas Mary will be mandated upon retirement to continue providing us with her famous sugar cookies and crock pot delights;

Be it therefore highly resolved that, on the occasion of Mary Hoppe’s retirement, her friends and colleagues honor her with great praise and extend best wishes for a long and joyful retirement!
RESOLUTION HONORING PROFESSOR MECH JOHNSON

WHEREAS Mech Johnson has served for eighteen years with distinction at UW–Waukesha and UW–Washington County as a member of the University of Wisconsin Colleges Department of Computer Science, Engineering, Physics, and Astronomy;

WHEREAS Mech Johnson has worked tirelessly in teaching classes, earning a reputation as an enthusiastic, dedicated, caring instructor in computer sciences as well as earning the UW–Washington County’s highest honor for instruction, the Rolf’s Teaching Award;

WHEREAS Mech Johnson developed and taught courses in a variety of delivery modes, including WisLine Web, blended, online and most recently the Flex Option;

WHEREAS Mech Johnson has served admirably on countless university committees, most recently on Campus Steering as well as Chair of the CSEPA, while offering valuable insights and well-reasoned thoughts and responses to committee issues;

WHEREAS Mech Johnson has enlightened many a student as to the not so subtle differences between using an application as opposed to programming an application;

WHEREAS Mech Johnson has, as Chair of CSEPA, managed many a creative difference with dignity, respect, and aplomb;

WHEREAS Mech Johnson has for many years added creative ideas, color, and even art to department and discipline meetings with her unique perspective;

WHEREAS Mech Johnson has served as a loyal, friendly, helpful colleague at the UW–Washington County, while simultaneously having a huge impact on the campus presence in the surrounding communities;

WHEREAS Mech Johnson has demonstrated the significance of the teacher-learner model, setting a high standard for teachers and students alike;

BE IT THEREFORE RESOLVED

That on the occasion of her retirement, the faculty, staff, and students of the University of Wisconsin – Washington County and the Department of Computer Science, Engineering, Physics and Astronomy do publicly thank and honor our dear colleague Mech Johnson;

AND BE IT FURTHER RESOLVED

That said campus and department extend to Mech our best wishes for a long and happy retirement with many opportunities to continue her life-long learning.
WHEREAS Catherine Leone has served the UW Colleges Department of Anthropology and Sociology for 26 years at the UW-Manitowoc campus as a teacher, scholar, and valued colleague, and

WHEREAS Professor Leone has, while teaching in two disciplines, consistently taught courses that both awakened students' imaginations and engaged their intellect, preparing them for transfer and for life in the wider world, and

WHEREAS Professor Leone has both captivated and enlivened our department, her campus and the greater Manitowoc community with insightful presentations and rich stories of the lives of the residents of Fano Adriano, Italy, and

WHEREAS Professor Leone has been a valued member of the Department of Anthropology and Sociology and the UW-Manitowoc campus, serving on every conceivable committee and in important leadership capacities, including as department chair and campus Steering Committee chair, and

WHEREAS Professor Leone, in those leadership capacities, has modeled humane, compassionate leadership and sought the same for our institution, and

WHEREAS Professor Leone, through careful listening and her gentle, thoughtful demeanor, has become our sage counsel, helping us – over too many occasions to count – to see our way through the thicket,

BE IT THEREFORE HIGHLY RESOLVED that, on the occasion of Professor Catherine Leone’s retirement, the Department of Anthropology and Sociology does hereby honor her with great praise and extend to her our best wishes for a long and joyful retirement.
WHEREAS Ronald Lippi has served the UW Colleges Department of Anthropology and Sociology for 26 years at the UW-Marathon campus as a teacher, scholar, and valued colleague, and

WHEREAS Professor Lippi has honed the craft of teaching, delivering rigorous, balanced courses that prepare students for transfer and life by cultivating a critical perspective, and

WHEREAS Professor Lippi has enriched student and community life by leading study abroad trips that expose those lucky travelers to a wider world full of cultural diversity, and

WHEREAS Professor Lippi has sustained an enviable research agenda, conducting research in Ecuador by collaborating with students, other researchers and the village community, thereby shaping the lives of student collaborators, opening doors for and creating lasting relationships with colleagues, and enriching community life by preserving and providing an opening to its past, and

WHEREAS Professor Lippi has contributed to the department, his campus, and the greater Wausau community through thoughtful and thought-provoking presentations on a great variety of topics, thereby earning him quite a following among the campus’s College of the Emeriti, and

WHEREAS Professor Lippi has been a valued member of the Department of Anthropology and Sociology, steadfastly leading the department as department chair for seven years, but serving in significant ways on every other department committee and as department newsletter editor, and

WHEREAS Professor Lippi, through his competent, thoughtful, good-humored and wise leadership, retires with the wide, deep and well-earned respect of hundreds of colleagues and students,

BE IT THEREFORE HIGHLY RESOLVED that, on the occasion of Professor Ronald Lippi’s retirement, the Department of Anthropology and Sociology does hereby honor him with great praise and extend to him our best wishes for a long and joyful retirement.
Honoring
Ron Lippi
On His Retirement

Whereas Ron Lippi has served the UW-Marathon County campus and the Department of Anthropology and Sociology for 26 years, including 7 years as department chair and 5 years as campus Associate Dean; and

Whereas Ron's courses, through masterful instruction, high expectations, and supportive mentoring, have prepared many hundreds, if not thousands, of students for transfer and life; and

Whereas, through a variety of study abroad trips, Good Ideas courses, and other outreach presentations, Ron has amassed a considerable fan club of Spanish speakers and aficionados of all things anthropological; and

Whereas Ron has willingly and irreplaceably served as Campus Curmudgeon and Nag, having sent countless cranky e-mail messages to campus colleagues who routinely ignore his most reasonable requests and clear instructions; and

Whereas Ron's research in Ecuador embodies the Wisconsin Idea, as evidenced by his collaborations with students, other researchers and the local Ecuadorians and by his sharing of that work in scholarly publications, in presentations for the community, and in display cases and posters in public places on campus; and

Whereas the display case of skulls outside the Anthropology lab has made it much easier for Kris Berge and others to direct campus visitors to what they most urgently need when nature calls; and

Whereas Ron's flan, cornbread, and other culinary creations have greatly enhanced innumerable EATS scholarship fundraisers, Sunshine Club events, and miscellaneous potlucks, and his infectious enthusiasm for all things "hot dog" is a wonder to behold; and

Whereas, like the best of scientists, Ron's eternal youthful verve and curiosity for all things fascinating and novel that catch his imagination make him far too young now (or ever) to retire; and

Whereas Ron must never be permitted to sing in public even with his shirt on;

Be it therefore highly resolved that, on the occasion of Ron Lippi's retirement, his friends and campus colleagues honor him with great praise and extend best wishes for a long and joyful retirement!
Resolution of Appreciation for Ruth Maschmeier

RESOLUTION

WHEREAS: Ruth Maschmeier has been employed as a Permanent Employee with UW Washington County since 10/23/2001. Before that, she was employed as an LTE from 08/20/2001 to the start of the permanent position.

WHEREAS: Ruth Maschmeier, has had the entire library operations resting on her capable shoulders for 15 years.

WHEREAS: Ruth Maschmeier has kept the periodicals in tip top shape, knows Voyager cataloging inside and out, and is the queen of book processing.

WHEREAS: Ruth Maschmeier serves as the unofficial delivery driver between LSS and UW-Washington County

WHEREAS: Ruth Maschmeier is a respected storyteller in the community.

The University of Wisconsin Washington County hereby resolves

To thank Ruth Maschmeier for her work and dedication to the purpose and vision of the Library Services. We thank Ruth for her wealth of knowledge she brought to the campus and for graciously supplying us with awesome Japanese treats.

Thank you Ruth for keeping us all REAL!!!!
WHEREAS, Carmelo Minessale has served with distinction since fall 2007 as an instructional academic staff member of the UW Colleges Department of Mathematics and the UW-Waukesha campus.

WHEREAS, Carmelo has contributed to his department by teaching all the courses asked of him, even if it meant learning new software and adopting new teaching styles.

WHEREAS, Carmelo is a devoted teacher of mathematics who brings to his classes a strong sense of accountability and high standards.

WHEREAS, Carmelo became a mentor to all new instructional academic staff.

WHEREAS, Carmelo has designed course materials, exams, and syllabi for all his colleagues to use.

WHEREAS, Carmelo has contributed to the Waukesha Mathematics department by attending regular department meetings.

WHEREAS, Carmelo is a selfless, humble, caring person who went out of his way to help, advise, and support his colleagues.

BE IT THEREFORE RESOLVED, we the members of the Department of Mathematics of the University of Wisconsin Colleges express our deep appreciation for the years of service of Carmelo Minessale and wish him a long and happy retirement.
A Resolution for the Retirement of

Tina Oman
Senior Student Services Coordinator / International Programs Director
University of Wisconsin Marinette

WHEREAS Tina Oman has shared her talents in student advising, program development, program coordinating, community outreach, budgeting, and recruitment and retention of students for over a decade in service to UW Marinette, and

WHEREAS she started as part time Associate Student Services Coordinator working with Menominee Nation students and with economically disadvantaged students on campus, and

WHEREAS she continued use of a DPI Grant for PreCollege Programming during her first years on campus and then in 2008, without the grant, maintained PreCollege Programming with the Marinette School District, and

WHEREAS Tina, as Student Services Coordinator, moved PreCollege from a 25% DPI grant funded position to a 50% position funded by UW System Growth Agenda, and in 2010 a 60% PreCollege position, and

WHEREAS Tina served on the Middle School Literacy Committee and started weekly advising sessions at Marinette High School providing a great reference for students while inspiring a “college going culture,” and

WHEREAS, Tina stepped up to direct the International Student Program at UW Marinette, initially at 40%, instilling her knowledge of culture, learning, and the world with the UW-Marinette campus, and

WHEREAS in 2012 she became Senior Student Services Coordinator and by 2013 grew the International Programs Director Position to 100%, and

WHEREAS she helped grow the international program from one dozen students to a record number of students, 51, for the fall 2014 term, and

WHEREAS Tina has opened her home to many international students over the years, and

WHEREAS Tina has served as the campus “plant saver” by always coming through when plants are dying, and

WHEREAS Tina’s love for garage sales and thrift store shopping has brought back several office treasures to the UW-Marinette campus, and

WHEREAS Tina, throughout her association with UW Marinette, has been a devoted and engaged supporter of her colleagues, students, diversity on campus and within the community, and a liberal arts education as well as an exceptionally kind, compassionate and ethical person,

BE IT THEREFORE HIGHLY RESOLVED that, on the occasion of Tina Oman’s retirement, we her colleagues at UW-Marinette do honor her with great praise and extend to her our very best wishes.
A Resolution for the Retirement of
Ms. Dorothy Thompson, Director of Marketing and Communications
UW Colleges

WHEREAS Ms. Dorothy Thompson has been a dedicated employee at the University of Wisconsin-Richland for the past 30 years, and

WHEREAS she has demonstrated tremendous versatility and creativity in managing her evolving role in telling the UW-Richland story, and

WHEREAS she has played brilliantly with computer programs and produced “pretty words and pretty pictures,” and

WHEREAS she will climb anywhere and stand on anything to get a good shot, and

WHEREAS she wrestled with John Poole for decades in a bitter effort to keep him humble, and

WHEREAS she has broken in, tolerated, and kindly educated a long list of “newby” deans, faculty, and staff, and

WHEREAS she has been a font of institutional wisdom, campus history, and local gossip, and

WHEREAS we are reluctant to write this resolution without Dorothy Thompson’s edits, and

WHEREAS her brilliant light began to shine back in the good old days when she was hired to do public relations work on a lump-sum basis, and

WHEREAS from the top of her head to her around-the-world travels she has a glow and great flair, and

WHEREAS she was granted emeritus status by Chancellor Cathy Sandeen, and

WHEREAS she has been a wonderful, smart, and playful colleague,

BE IT THEREFORE RESOLVED that, on the occasion of Ms. Dorothy Thompson’s retirement, the Senate of the UW Colleges, the Office of Marketing and Communications, and we, her colleagues at UW-Richland, do honor her with great praise and extend to her our best wishes for a long and joyful retirement.
Faculty Appeals and Grievances Committee

I tenured faculty member, Humanities Division, from any department except English or World Languages, and from any campus except UW-Baraboo/Sauk County, UW-Barron County, UW-Marathon County, UW-Marinette, or other campus represented by the other to-be-elected committee members (2015-2017 term)

Peter Gibeau, Professor, Music, UW-Washington County

I’ll re-enlist for the Faculty Appeals & Grievances committee. I have a better idea of how it works now, including the difference between an Appeal and a Grievance and the DIFFERENT PROCEDURES each one follows.

Zoie Lutz, Professor, CTA, UW-Richland

I would be willing to serve on appeals and grievance.

Paul Sundheim, Associate Professor, Mathematics, UW-Waukesha

I would like to self-nominate for the Faculty Appeals and Grievances Committee. I currently sit on that committee, so this would continue my membership.

Renee Gralewicz, Associate Professor, Anthropology-Sociology, UW-Fox Valley

I have been with UWC for 18 years and have experience with many committees. I have four or five years of previous experience on FAGC.

Yongqing Wang, Associate Professor, Business-Economics, UW-Waukesha
I also could serve on this committee. I will chair the Grievance committee for our department 15 fall -16 spring.

**Ron Gulotta, Associate Professor, Anthropology-Sociology, UW-Waukesha**

I would like to serve on the Faculty Appeals and Grievance Committee as a Social Science representative. I want to serve on this committee to help bridge work of FPSC and the committee on re-writes of senate policy, constitutional language, and the committee’s own procedural guidelines.

*End*
Rationale:
The revision of FPP#503, the Faculty Merit Policy, aims to align merit considerations with our institutional priorities (placing teaching as primary focus of merit rankings), address gender biases in the evaluation process (by equalizing consideration of service work to professional development work, and by lowering importance of SSI data as secondary to data presented in one’s AR), and reflect the high levels of achievement performed by a great number of our faculty (by creating a new merit rank below Meritorious and by eliminating the percentage restrictions from the past). The revision also serves to make the process more transparent and to increase the ease, consistency, and fairness of both preparing and evaluating ARs; it does so by requiring the development of a set of standards that will be individualized to best serve the unique nature of differing departments and campuses, yet universal enough to not create burdensome differences between department and campus standards. This revision adds a new rank for merit ranking and eliminates the current percentage restrictions for awards to each merit rank.

Proposed changes are in bold, red, italicized and underlined font. Notations are in blue.

UW Colleges Senate Policy
Faculty Personnel Policy #503
Faculty Merit Policy and Procedures

Adopted by the Senate, May 9, 1992, p.4, app. 7
Revision adopted by the Senate, November 13, 1993, p.6, app. 5
Revision adopted by the Senate, March 9, 1996, p.4; att. 5
Revision adopted by the Senate, January 14, 2000, p. 9
Revision adopted by the Senate, January 10, 2001, p. 26
Revision adopted by the Senate, March 2, 2001, p. 37
Reorganized and Renumbered, March 15, 2002
Revised by the Senate, October 15, 2004
Revised by the Senate, April 29, 2005
Revised by the Senate January 13, 2010
Revised by the Faculty Council (FPSC) 2014-03-14

The performance of every continuing faculty member will be reviewed annually by a committee of peers. This review will be based on evidence of teaching effectiveness, professional development, and professional service to the university and/or wider community. As a result of this review, each faculty member will be assigned to a merit category for the purpose of determining salary adjustments and provided with a brief written performance evaluation.

I. General Procedures
Revised 1-13-2010

A. Merit evaluations will be performed by academic departments and campuses in alternate years, with each committee reviewing Activity Reports, student evaluations, and
any other evidence of achievement submitted by the faculty member, over a two-year period. The campus dean must be included in the discussion of campus merit evaluations, but will be excused prior to final deliberations. The department chair will serve ex officio on the department merit committee. Merit evaluations shall be conducted between January 5th and March 30. All due dates within this policy shall move to the next available business day, if the due date falls on a non-business day.

B. Merit Determination 1. Each year, the relevant committee will commence with determining whether each faculty member is satisfactorily meeting the basic expectations for the position. Individuals who receive an unsatisfactory rating shall not receive either across-the-board or merit salary increases.

C. 2. All faculty performing satisfactorily will then be separated into three categories: Satisfactory; the majority will be in a group considered Meritorious; a smaller number will be judged to be Highly Meritorious; and a few may be judged to have earned Exceptionally Meritorious for the two year period. The latter two groups together will include no more than 40% nor less than 25% of the faculty in the campus or department.

D. 3. Individual Performance Evaluation - Each faculty member will be provided with a written individual performance evaluation, by April 15, indicating areas of achievement as well as areas of possible concern, and including suggestions for improvement or further development if relevant. This individual performance evaluation letter will convey the assigned merit ranking and express committee rationale for the ranking.

1.a. In departmental years, the written evaluation will be provided by the department chair, in consultation with the department merit evaluation committee.

2.b. In campus years, the written evaluation may be provided by the dean or the merit committee, as the campus merit committee determines.

3.e. The written evaluation shall include a statement that a follow-up meeting, conducted either via telephone or in person, may occur at the request of either the faculty member or the chair of the committee which provided the written evaluation. When a follow-up meeting occurs, the committee chair shall prepare a written summary of the meeting, to be signed also by the faculty member, and provide signed copies of the summary to the faculty member and to the personnel files of the department, the campus, and the vice chancellor’s office. If the faculty member declines to sign the chair’s summary, the faculty member will provide her/his own written summary of the meeting to the committee chair and to the personnel files of the department, the campus, and the vice chancellor’s office.

E. 5. Merit Ranking Criteria - The appropriate campus or departmental merit committee will determine merit rankings based on committee members’ assessment of faculty members’ achievement of standards provided by the evaluating unit (campus or department); these standards will state criteria for Satisfactory, Meritorious, Highly Meritorious, or Exceptionally Meritorious performance in teaching, professional
development, and service. Evidence used in reaching these merit rankings is specified in section I.F of this policy.

1. The UW Colleges Senate will produce and share a template set of standards for performance at each ranking from Satisfactory through Exceptionally Meritorious. Each ranking unit (campus or department) shall publish specific standards, modified from the senate templates, separating Satisfactory, Meritorious, Highly Meritorious, and Exceptionally Meritorious faculty performance. These standards shall give majority weight to teaching performance and weight professional development work and service work equally. Professional development work is broadly defined to include active participation in professional societies, progress toward or attainment of a terminal degree, scholarly or professional publication or research, course development, discipline related performance, or other types of professional creativity or enrichment. Service work is broadly defined as non-teaching University service at the campus, department, UW Colleges, or UW System levels and as public service to the community in areas related to the faculty member’s academic expertise or professional competence. Participation in Colleges-wide and department assessment activities will be expected. Note: Data from assessment activities may not be used when considering merit or promotion.

2. The committee of each unit assigned to perform merit rankings shall review the standards for its unit, and may update their standards, if desired. Revised standards would need to be published by April 30 of the year in which a unit conducted merit reviews. These revised standards shall remain in effect until completion of the next round of merit rankings performed at this unit’s level.

3. All department chairs and campus deans shall provide copies of their unit’s criteria standards for merit evaluation, whether revised, or not, to all department or campus members, by May 10. New hires shall receive copies of both sets of standards as part of new faculty orientation. Campus or departmental policies must adhere to the general guidelines in this policy, although they may include additional specific criteria.

(Segments of sections I.B.5.a, and I.B.5.b from the prior version of FPP#503, struck out below, were moved to other existing and new sections of this proposed revision of FPP503.)

a. Teaching effectiveness shall be given primary consideration. Student evaluations shall be considered as part of the evaluation process, in addition to peer reviews where available and other information provided by the faculty members. Participation in Colleges-wide and department assessment activities will be expected. Note: Data from assessment activities may not be used when considering merit or promotion.

b. Other areas to be considered include:

1. Professional growth, such as active participation in professional societies, progress toward or attainment of a terminal degree, scholarly or professional
publication or research, course development, discipline related performance, or other types of professional creativity;

2. Non-teaching University service at the campus, department, UW Colleges, or UW System levels;

3. Public service to the community in areas related to the faculty member's academic expertise or professional competence.

Evidence — Committees shall primarily consider an Activity Report covering the preceding two years. Within the Activity Report, faculty members shall document their achievements of the published standards, of the unit performing merit rankings for that year, for teaching, for professional development and for service. Faculty shall submit their reports to the relevant committee each year by January 4.

1. Any faculty member not submitting an Activity Report shall not be eligible for merit consideration. (This statement was originally part of I.B.4.a of FPP#503)

2. Committees shall also consider, at a level of secondary importance, the results of any student evaluations, required and voluntary, during the two-year period. Student evaluation results shall be the only data a ranking committee may consider which has not been submitted by the faculty member. Student evaluations for merit purposes will be scheduled in all UW Colleges classes at least every third semester.

3. The committees may, in the course of their evaluations, seek or use other information provided by the faculty member, including the results of class visitations when available.

Special Circumstances

1. In the case of split appointments, the home campus or home department will be responsible for the evaluation, after consultation with the other departments or campuses involved.

2. Faculty members on professional leave will be evaluated by the relevant merit committees based on available information. Given that we are a teaching institution and value teaching as majority of a faculty workload for merit consideration, faculty on professional leave shall have their teaching component of the merit ranking based on teaching materials provided in the previous two years of activity. Faculty on full leave for personal reasons will not be part of the merit process. (Determination of the nature of leave or other details of implementation shall rest with the Vice Chancellor, on the recommendation of the department chair and in consultation with the dean.)

First year faculty appointees will be given a salary increase commensurate with a meritorious merit rating provided that their retention decisions are positive. This policy applies to initial probationary appointees who have served fractional years.
II. Allocation of Faculty Pay Plan Money
  A. The Chancellor shall set aside an amount necessary to bring faculty to rank minimum from the merit increment dollar pool.
  
  B. The merit increment pool shall be allocated to meritorious faculty in the following manner:
     70% as a Percentage of Current Salary
     30% as Fixed Awards
  
  C. The 70% to percentage merit shall be applied as a percentage of current salary to all continuing faculty, judged at least meritorious Satisfactory.
  
  D. The 30% fixed awards to meritorious faculty shall be awarded as a fixed dollar amount to all continuing faculty, judged at least meritorious. Ten percent of the merit increment pool shall be allocated to Highly and Exceptionally Meritorious faculty. The fixed award for exceptionally meritorious faculty shall be 50% larger than the fixed award for highly meritorious faculty. The amount allocated and the fixed awards shall be determined in accordance with current Senate Budget Committee procedures.

III. Dissemination and Implementation
Revised by the Faculty Council (FPSC) 2014-03-14

  A. Upon adoption by the Senate, a copy of this policy shall be sent to all faculty presently subject to merit evaluation. Subsequently, copies shall be distributed by campus deans to all new faculty at the time of appointment.
  
  B. Each year the Vice Chancellor for Academic and Student Affairs shall provide campus deans or department chairs with a detailed set of instructions, including deadlines, implementation details, and a complete list of faculty in the department or campus merit pool.
  
  C. Merit recommendations and merit letters shall be forwarded to the Director of Human Resources by the department or campus dean in the appropriate year.
  
  D. The Senate shall produce and approve a set of template standards for merit reviews by Feb. 1, 2016. Merit Ranking Units shall produce their specific unit standards for merit rankings, based on the senate templates, by Sept. 1, 2016, and the merit rankings of 2016-2017 shall be the first to use this new policy and the newly established standards. Given that 2016-17 merit rankings are to be performed by department units, departmental merit committees will then have the first opportunity to adjust its standards following completion of ranking of its faculty for the 2016-17 cycle.
Additional Rationale:
The revision of FPP#503, the Merit Policy, strives to accomplish several goals. First, it is the intent that this revision promotes exceptional work in teaching as the majority of merit considerations. The UWC Mission clearly states that we are primarily a teaching institution. Therefore, rewarding exceptional efforts towards teaching should be the primary purpose of a merit ranking exercise. In addition to stressing the high value of work in the area of teaching, this policy revision seeks to equalize consideration of two other areas of work: professional development and service. It is particularly important that service work be valued and rewarded as equal to the work of professional development. As an institution of higher education, we continue to value the work faculty members perform to enrich their academic fields, especially as this work also enriches their teaching. This policy revision continues to reward work in the area of professional development. In light of the increasing need for a dwindling faculty to complete a growing segment of institutional work, labeled as service to the campus, department, the UW Colleges, and/or the UW System, while maintaining service work to the local community, such work needs to be valued and rewarded. Also, a strong body of research indicates that, across American faculty, female faculty carry a heavier load of service work; therefore equalizing the value of work for professional development with the work of service is a matter of gender equity in the merit reward system. This revision, while specifying that teaching receive primary and majority consideration in merit ranking of faculty, and specifying that professional development be equally considered alongside of service work, does not dictate the exact levels of consideration any ranking unit must use for each area. This is left to the merit ranking units (departments and campuses) to specify.

A second goal of this policy revision is to improve the ability of the merit rankings to accurately reflect the high levels of work performed by many members of our faculty. The old policy required limitations on the number of faculty members of a ranked group who could receive merit rankings of Highly Meritorious and Exceptionally Meritorious. It also resulted in 60% of those ranked receiving the same ranking of Meritorious, regardless of levels of differentiation in work product produced. These limits have frustrated a majority of faculty who served as merit reviewers. To correct these limits, this revision begins by creating an additional merit ranking, below the level of Meritorious and above the level of Unsatisfactory. This new ranking, Satisfactory, is to be awarded to all faculty judged to be performing in the range from minimally satisfactory to just below a set standard of Meritorious work performance. Satisfactory ranking indicates a faculty member is performing his/her job adequately, yet not at a standardized level above minimal work expectations. Such a ranked faculty member, should merit pay increases be available, would remain eligible for the 70% of raise pool distributed as Across-the-Board raises, but would not receive any of the fixed merit pay increases divided from the 30% of raise pool set aside for merit raises. Further, this policy revision has eliminated the percentage limits on those who can be ranked as Highly Meritorious or Exceptionally Meritorious. Evidence has clearly shown that faculty members prefer the freedom to recognize above average performance by way of rating more faculty members Highly Meritorious or above, even if this should result in smaller merit raises for all so ranked.

The third goal in this policy revision has been to improve the discernment processes, making it easier for faculty to seek desired merit ranks and, for those performing the rankings, to reach ranking decisions with greater ease, consistency, and fairness. This set of goals is actually a mere extension of the goals of the original policy, with an improved set of policies to aid in
better meeting this set of goals. One area of revisions is a clearer requirement that the most
important piece of evidence to be considered in determining merit rankings is to be the annual
Activity Report (AR). The AR should be the document considered for evidence of teaching
performance, professional development performance, and service performance. This revision
allows for consideration of data from Student Survey of Instruction summaries, but this
consideration should be secondary to consideration of information provided in the AR. The
principle reason for this adjustment in the policy is the growing body of research indicating that
SSI data, both quantitative averages and individual qualitative comments from students, is
impacted by gender of the instructor and gender of the individual students completing the survey.
The evidence points to women instructors, on average, receiving significantly lower SSI ratings.
The additional fact that this gender difference can hurt a few male instructors and aid a few
female instructors, further questions the fair use of SSI data in making merit ranking distinctions.
Additional sources of data regarding the work performance level of a faculty member, to include
class visitation letters, should they be available, are allowed, as a ranking unit deems it
reasonable to accept such evidence. Only evidence submitted by the faculty member
herself/himself should be used in ranking deliberations. It was felt it would be most fair that
only materials submitted by a faculty member be considered. Since some faculty members may
not be as well known by those comprising the merit ranking committee of a department or
campus unit, use of evidence supplied by an evaluator, or other source, might give unfair
advantage to more well-known faculty members.

As part of the goal of improving the discernment process, it was decided that the old language
requiring that merit ranking criteria be shared with faculty prior to submissions of AR be further
specified. This revision requires ranking units (departments and campuses) to create and update
clear standards for teaching, for service, and for professional development at each level of merit
rank. These standards are to be guided by a senate template set of standards, individualized to
best serve the unique nature of differing departments and campuses, yet universal enough to not
create burdensome differences between department and campus standards. These standards are
designed to serve both the individual faculty members preparing materials for the merit review
process and for the members of merit ranking committees. Individual faculty members should
find the standards instructive of evidence to include in the AR and other documents, and of
performance expectations for those seeking highest merit ranking considerations. Members of
ranking committees should find the standards helpful in reaching decisive, consistent, and
unbiased ranking decisions for each faculty member evaluated. The new requirement that these
standards be updated and published to faculty members bi-annually and nearly two years prior to
the deadline for submitting materials for the next round of merit rankings by this departmental or
campus unit is intended to further aid faculty with knowledge of the standards of performance
expected for each rank of merit.

Following the approval of this policy revision, it is the intent of the Senate Faculty Professional
Standards Committee to next address updating the Activity Report forms and processes for
completion and submission. We intend to more clearly specify what materials to include in each
section of the report, and we intend to use current technologies to streamline the production of
the AR, the submission of the AR and the review of the AR.

[End]
Respect,\marginnote{Whereas the faculty listed below served the UW Colleges as members of Senate committees during the 2014-2015 academic year, the Faculty Council of Senators}

\begin{itemize}
  \item \textbf{Thanks} them for their excellent service, their many contributions, and their dedication to the work of the institution, and
  \item \textbf{Wishes} them well in their continued contributions to faculty governance for their campus, for their department, for the UW Colleges, and for the UW System for many years to come.
\end{itemize}

\textbf{Senate Assessment Committee}
- Greg Ahrenhoerster, English, UW-Waukesha
- Ana Caballero Mengibar, Political Science, UW-Rock County
- Valerie Murrenus Pilmaier, English, UW-Sheboygan

\textbf{Senate Curriculum Committee}
- Julianna Alitto, Psychology-Education, UW-Waukesha
- Nichole Kathol, CTA, UW-Barron County
- Sandy Neumann, Psychology, UW-Marshfield/Wood County
- Missy Skurzewski, HESA, UW-Sheboygan

\textbf{Senate Online Program Committee}
- Mike Bartlett, Mathematics, UW-Marinette
- Ann Herda-Rapp, Anthropology-Sociology, UW-Marathon County
- Christa James-Byrnes, CSEPA, UW-Barron County
- Nichole Kathol, CTA, UW-Barron County
- Frances Perkins, CTA, UW-Fox Valley

\textbf{Senate Teaching Awards Committee}
- Norlene Emerson, Geography-Geology, UW-Richland
- Jeff Kleiman, History, UW-Marshfield/Wood County
- Tammy Ladwig, Psychology-Education, UW-Fox Valley

\textbf{Faculty Appeals & Grievances Committee}
- Dennis Carpenter, Psychology, UW-Richland
- Peter Gibeau, Music, UW-Washington County
- Paul Sundheim, Mathematics, UW-Waukesha

\textbf{Senate Information & Instructional Technology Committee}
- Bob Bermant, Psychology, UW-Waukesha
- Caroline Geary, Chemistry, UW-Fox Valley
- Kim Kostka, Chemistry, UW-Rock County

\textbf{Senate Inclusive Excellence Committee}
- Lisa Hager, English, UW-Waukesha
- Rachel Knighten, World Languages, UW-Fox Valley

\textbf{Senate BAAS Curriculum Committee}
- Richard Brunson, Music, UW-Marshfield/Wood County
- Kim Kostka, Chemistry, UW-Rock County
- Hamid Milani, Business-Economics, UW-Marathon County

\textbf{Senate Professional Development Committee}
- M.D. Allen, English, UW-Fox Valley
- Jennifer Heinert, English, UW-Washington
- Mech Johnson, CSEPA, UW-Washington County
- Missy Skurzewski, HESA, UW-Sheboygan

\textbf{Senate BAAS Assessment Committee}
- Tim Dunn, Philosophy, UW-Waukesha
- Stephen Schmid, Philosophy, UW-Rock County
- Amanuel Teweldemedhin, Mathematics, UW-Waukesha

\textbf{Institutional Review Board}
- Jayant Anand, Anthropology-Sociology, UW-Barron County
- Noah Anderson, Biological Sciences, UW-Baraboo/Sauk County
- Linda Tollefsrud, Psychology, UW-Barron County
UW Colleges Academic Staff Personnel Policy
Academic Staff Personnel Policy # 708
Titling Guidelines for Instructional Academic Staff

Interim Adoption by the SSC (ASCS) 2014-05-12

The primary responsibility of all categories of Instructional Academic Staff (IAS) is teaching. University of Wisconsin System Unclassified Personnel Guidelines (#1, Attachment 01 section 4) allows for and identifies activities external to classroom instruction as part of the responsibilities of Instructional Academic Staff. However, Associate Lecturers, Lecturers, or Senior Lecturers teaching a full workload at the UW Colleges are paid at an 80% rate because they are not required to perform scholarship activities, institutional, campus or departmental service without additional compensation. These guidelines do not prohibit offering additional compensation to perform these activities nor do they prohibit an IAS from volunteering to perform these activities. However, without compensation, these activities may not be compulsory.

The following criteria should be taken into consideration when determining the appropriate rank – Associate Lecturer, Lecturer, Senior Lecturer or Distinguished Lecturer – when hiring or rehiring Instructional Academic Staff within UW Colleges. Title assignments should take into consideration degree held and demonstrated consistent proficiency in instruction as determined by campus and department standards.

1) A terminal degree should not be seen as a requirement for any Instructional Academic Staff rank, though possession of a terminal degree may be considered when determining rank at hire or rehire. Minimum degree requirements for instruction may vary by academic department but must meet Higher Learning Commission (HLC) standards i.e.: “Instructors… possess an academic degree relevant to what they are teaching and at least one level above the level at which they teach, except in programs for terminal degrees or when equivalent experience is established. In terminal degree programs, faculty members possess the same level of degree. When faculty members are employed based on equivalent experience, the institution defines a minimum threshold of experience and an evaluation process that is used in the appointment process.” Faculty and instructors refer to all those an institution employs or assigns to teach students. Faculty is used to refer to the group rather than to each individual instructional staff member, typically to distinguish faculty from administration (The New Criteria for

2) Any previous advancement in rank will be grandfathered in. For example an IAS member hired as Senior Lecturer before the change in policy will retain that rank regardless of meeting any new standards for the rank.

3) If an IAS member is hired by more than one UW Colleges Campus or the UW Colleges Online Program, she/he will retain the highest rank achieved by the staff member while working at any one campus.

4) The appropriate rank at which IAS are hired is a joint decision by the appropriate department(s) and campus(es).

5) When an IAS is rehired, the default is that they will be rehired at the same rank they were previously hired. If the rehire is to be at a different rank, that request must be specifically initiated by the IAS, the rehiring campus, or the rehiring department. The department will request any necessary materials that are required from the IAS in question in order to perform the review of their rank. Academic departments determine the materials that instructors submit and establish criteria for evaluating effective teaching performance within a discipline.

6) Any advancement in rank will be effective in the term following the final approval of the advancement regardless of contract length. For example, any rank change approved in Fall would be effective upon rehire for the next teaching term, as appropriate.

7) Written notification of retitling decisions shall be sent to the department chair, the campus dean, the associate campus dean, the director of HR, and the IAS.

The following guidelines should be followed when determining the appropriate rank of an IAS at the time of hiring or rehiring. Additional factors may allow for advancement in rank earlier than prescribed in these guidelines. These factors would include, but are not limited to, the following: scholarly work (such as publications) at both academic and non-academic institutions, superior performance evaluations, and service to the institution, campus or department. Note: teaching experience is normally weighted more heavily than other professional experiences.

Bachelor’s Degree and IAS appointments
In most cases, a master’s or terminal degree is required for any IAS appointment. However, each department can create written policies for determining when a bachelor’s degree is an acceptable level of qualification for a specific course in their department.

Departments are not required to establish these policies, and in the absence of a departmental policy, a bachelor’s degree is not an acceptable qualification for an IAS appointment.
Associate Lecturer
Associate Lecturers independently teach a course(s) based on broad guidelines defining the scope of the subject matter to be taught and the range of topics to be covered. Effective teaching, assessment of student learning, and grading are the primary duties expected of lecturers at this level. Short-term hires should be hired at the Associate Lecturer level unless there are compelling reasons for higher titling – e.g. degree held or teaching experience – as determined by the campus and department in consultation.

Minimum requirements
Terminal degree or ABD with teaching experience**
Master's degree with teaching experience**
Bachelor's degree with significant teaching experience as defined by written departmental policy (see above)**

Lecturer (No-Prefix)
A Lecturer (No-Prefix) has the experience and academic qualifications needed to develop and teach a course(s) subject to broad guidelines describing the scope of the subject matter to be covered. Lecturers may engage in activities that demonstrate professional growth, such as course and curriculum development, assisting in developing lab safety protocols, advising, and participating in departmental outreach programs. The direct delivery of instruction is the primary responsibility of this title.

Minimum requirements
Bachelor’s: 3 years full-time equivalent* of teaching experience when allowed by written departmental policy**
Master’s: 2 years full-time equivalent* of teaching experience**
Terminal degree or ABD: 1 year full-time equivalent* of teaching experience**

Senior Lecturer
A Senior Lecturer has extensive teaching experience and subject matter expertise in an academic discipline. A lecturer at this level has gained a reputation among his or her peers for demonstrably sustained superior contributions to teaching. At this level the independent selection, organization and development of course content, and instructional materials and pedagogical approaches are expected. Senior Lecturers typically engage in activities that demonstrate professional growth, such as course and curriculum development, assisting in developing lab safety protocols, advising, and participating in departmental outreach programs. The direct delivery of instruction is the primary responsibility of this title.

Minimum requirements
Bachelor's: 5 years full-time equivalent* of teaching experience when allowed by written departmental policy.
Master's: 4 years full-time equivalent* of teaching experience**
Terminal degree or ABD: 3 years full-time equivalent* of teaching experience**

**Distinguished Lecturer:**

A Distinguished Lecturer performs at a level of proficiency typically requiring extensive experience and advanced knowledge and skills. The expertise of an instructional academic staff member at this level is commonly recognized by his or her peers in the discipline and through a reputation that extends beyond his or her work unit. A Distinguished Lecturer is expected to develop new approaches, methods, or techniques to resolve problems with little or no expert guidance and to cope independently with new, unexpected or complex situations. At this level, an instructional academic staff member can be expected to guide or train other instructional academic staff or to oversee their work. A candidate nominated for the distinguished prefix is expected to demonstrate exceptional performance and teaching excellence, be recognized beyond the work unit as outstanding, and have a reputation of excellence in the profession that is acknowledged by peers who are external to the institution. For an instructional academic staff member to be recognized as Distinguished he/she will have consistently performed at an exceptional level.

The Distinguished Lecturer title is not expected to be part of the normal progression of an instructional academic staff member. Departments are responsible for establishing Distinguished Lecturer criteria that demonstrate an exceptional level of teaching excellence and achievement in a discipline. This title will be granted by the department and campus in consultation with the Provost and Chancellor rather than by request of the instructional academic staff member, and each issuance of this title will be a unique event.

This title is present to allow a campus or department to perform a short term hire of a distinguished member of a profession or to recognize significant contributions from a long standing member of their instructional academic staff.

*For the purposes of these guidelines “full time” is defined as IAS appointments of 80% or higher per term.  (e.g. Teaching at a 40% level for two terms would be the equivalent of teaching at the 80% level for one term; Teaching at a 40% level for two academic years would be the equivalent of teaching at the 80% level for one academic year; and so forth.)*

** Teaching experience includes responsibility for courses. Teaching, assessment of student learning, and grading are the primary duties expected of lecturers.
Attachment 33

UW Colleges Senate
Annual Elections
Spring 2015
Elected Standing Committees of the Academic Staff Council of Senators

Academic Staff Personnel Committee

2 Academic Staff members (2015-2017 term)

Sunita Mehrota, Lecturer, Mathematics, UW-Waukesha
Yes, you can.

Annie Weberpal, Student Services Coordinator, UW Colleges Online
Absolutely!

Academic Staff Appeals and Grievances Committee

2 Academic Staff members (2015-2017 term)

Janet LaBrie, Senior Lecturer, English, UW-Waukesha
I would be interested in serving on the appeals and grievance committee again. I have worked in the Colleges for many years and have, from early on, been aware of the need for an appeals and grievance process for non-faculty personnel. I believe this committee does important work when it is appealed to and I am concerned that those appeals be answered conscientiously and with full deliberation. I have learned a great deal about the process, having served on the committee already, and would like to use that knowledge fully.

Dan Flaaen, Associate Lecturer, Anthropology-Sociology, UW-Richland
This is his third year working on the Richland campus. Prior to joining UWR, Dan received his master at Minnesota State University -Mankato where he focused his research on political social movements leading up to the 2012 election. On campus, Dan has served on the Curriculum committee, chaired the Academic Actions committee, and taught a number of Sociology and Criminal Justice Courses.
Academic Staff Nominations and Elections Committee

2 Academic Staff member (2015-2017 term)

Bob Woodle, Senior Lecturer, Mathematics, UW-Fox Valley
I’ll agree, as long as I don’t have to actually Hop (at my age, that is contraindicated).

Dave Carlson, Senior Lecturer, Philosophy; Tutorial Services Coordinator, UW-Rock County
I’ve had instructional and non-instructional appointments at UW-Rock since 1993, and I understand the workings of governance. I offer to continue serving on the nominations and elections committee.

[End]
Comments on the state of IAS morale in the UW – Colleges

With the submission of UWC Policy #708, the Academic Staff Council of Senators feels that it is important that the chancellor be made aware of the climate amongst IAS in the colleges. This was made especially apparent by the surprise expressed by faculty and administration at the responses to the governance survey from IAS. Nothing in the survey responses should have been a surprise as the responses reflected long standing issues and are little different than they would have been anytime in at least the last decade.

IAS morale is not getting much worse only in that it is difficult to get much worse.

The general sense is that staff of all categories are a low priority to the colleges and that in these times of difficult budgeting, the colleges are circling the wagons around the faculty and the budget will be balanced on the backs of the staff.

There is a long time disinterest in governance amongst IAS and it can be traced to long standing policy issues. While it is often acknowledged that they are problems, progress on resolving the issues is glacial and many IAS leave before they ever see progress.

Major issues:

1) Compensation – It’s low for staff, it’s low for faculty. This makes everything else worse and generates tensions. With so little motion in other areas and a clear priority being made of faculty compensation, it creates divisions between faculty and staff as one category’s low compensation is a top priority, and another category’s low compensation is not.

2) No compensation for service – A comment was made early in the development of #708 that explicit mention of the lack of compensation for service would suppress IAS participation in governance. The comment came across in the painful enough to be humorous realm since it is nearly impossible to suppress IAS participation in governance more than this issue has already done so. IAS are paid at 80% for a full teaching load because there is no requirement for service, but then those who participate in the service that is supposedly the other 20% of their job are paid at the same rate as those who do not participate. This drives most IAS out of participation. Some because they feel their contributions are seen as having no value, others because they feel they are failing to fulfill their duties if they divert time from instruction to participate in service when service is treated as volunteer work rather than a part of their job.
3) 70% cliff. An IAS whose employment percentage drops below 70% suffers a significant pay cut, especially if they are in the lecturer title. Resolving this cliff absorbs what little money is actually available for compensation and results in many IAS not seeing pay raises even when there is a pay plan. In the previous biennium, full time IAS received only about a quarter of a percent raise rather than the 1% raise that was applied to other positions because most of the money designated for IAS compensation was absorbed trying to fill in a portion of this problem. This is pretty much a no win situation when there is no money as giving all IAS equal raises perpetuates this problem and focusing the money into the part time IAS to mitigate the 70% cliff means that full time IAS see even larger periods with no increases in compensation than the rest of the colleges.

4) No renewable appointments. This is common throughout the system, but the general culture in the system is to avoid giving any form of job security to even the longest term staff hires. At the same time, IAS regularly hear faculty expressing the sentiment that they don’t trust IAS to be dedicated to the institution that makes a point in every contract to let the IAS member know that the colleges are not dedicated to them.

These issues are creating an atmosphere of despair amongst IAS. It is clear that nothing will be done to resolve issues of staff until money can be found to fund issues of faculty. With budget cut coming on top of budget cut, it seems unlikely that money can be found to resolve faculty issues without making staff issues worse. That is what the staff expect to see happening.

Nationwide, more and more teaching is being handled by staff. As these issues continue to fester, that trend will only weaken the colleges as the need to rely on staff commitment to the institution grows while institutional policies actively discourage that commitment.
Attachment 35

UW Colleges Senate
Annual Elections
Spring 2015
Standing Committees of the Classified Staff Council

Classified Staff Nominations and Elections Committee

1 Classified Staff member (2015-2017 term)

Lorena Schwartz, Program Assistant, Continuing Education, UW-Marinette

My background is diversified with experience in Office Management, Human Resources, and now with 3 years with UW Marinette I believe I would make a good addition to this committee. In my past I have been integral with training both subordinates and superiors as needed. I believe I am a good judge of character. I am a .5 LTE but I can be versatile with my hours to hopefully accommodate this committee. Even though I have been on the committee I have never been contacted or asked to participate in any elections or nominations so would appreciate some guidance in this area. With all the changes coming in the next few months I hope to represent UW Marinette and UW Colleges in a professional and positive manner. Please feel free to contact me with any questions.

[End]
Attachment 36

UW Colleges
Senate Steering Committee
Annual Report
2014-2015

Committee Members

Ahrenhoerster, Greg  Chairs' Representative (ex-officio, non-voting)  UW-Waukesha
Brust, Rose  Classified Staff Lead Senator  UW-Marathon County
Dickson, Danielle (Marcy)  AS Senator, Academic Staff Rep to System  UW Colleges Online
Hankenson, Margaret  Faculty Senator  UW-Waukesha
Hassel, Holly  Faculty Senator  UW-Marathon County
Kreider, Evan  Faculty Senator  UW-Fox Valley
McGuire, Juli  CS Senator, Classified Staff Rep to System  UW-Fox Valley
Pearce, Graham  Student Governance Council President  UW-Marshfield/Wood County
Peterson, Mark – Chair  Faculty Lead Senator, Faculty Rep to System  UW-Washington County
Raunio, Matt  Faculty Senator  UW-Sheboygan
Short, John  Dean's Representative (ex-officio, non-voting)  UW-Fond du Lac
Verona, Jeff  Academic Staff Lead Senator  UW-Marshfield/Wood County

Meetings

The Senate Steering Committee (SSC) will have held 13 meetings by the April 25th Senate meeting: four face-to-face and nine by teleconference. Minutes are found in the Public Folders drive under Senate / Senate Steering Committee / Minutes.

The minutes are posted and available, but here are the highlights from last year’s busy schedule.

Highlights from this year’s steering committee include:

- continued integration of classified staff
- gender equity
- budget concerns
- integrating online into shared governance
- merit reconfiguration

Here is a brief overview of policy related activities:

As usual, Steering staffed committees and found new colleagues to fill gaps in committee membership as required, made recommendations to the Provost and Chancellor, and went about the business of steering policy issues to the appropriate committees. Here’s a sampler:
• Continued work on wrinkles in policy and the Constitution with regard to integrating Classified/University Staff into shared governance.
• Worked on new Flex grades and the Flex assessment processes.
• A small but helpful detail: amended the due-date language from “January 4th” to include “or next business day.”
• Asked the Senate Budget committee to examine the relation and priority of department or campus funding of professional development requests.
• Decision on American Indian Studies and identifying “program instructors” under what appears to be a flawed section of the Constitution (chapter 11).
• Oversaw collection and dissemination of a Colleges wide survey on institutional culture.
• Approved next year’s academic calendar.
• Asked FPSC to undertake a thoroughgoing review of all merit procedures and assumptions.
• Recommended a change in the campus senator election cycles to even out the number of Senators elected each year.
• Forwarded a slate of nominations for the next UW Colleges/ UWEX Chancellor Search Committee.
• And, as always, we finished the year by putting out a call for resolutions of thanks and farewell for our colleagues who have decided to retire.

The Senate Retreat at the October meeting was, once again, proved a fruitful opportunity to brainstorm a few strategic topics. We met in Richland after the full Senate meeting to consider: the evolving relationship of classified staff, academic staff, and faculty in the future of the Colleges; how to continue moving forward with gender equity; and revising the relation of Online to the Colleges.

Major projects underway: Gender equity and work/life balance issues need our ongoing attention, especially given increasing economic and political pressures on the University. The Associates Degree reimagining project can potentially put the Colleges in the forefront of the national discussion about what a relevant and rigorous liberal arts education can look like, and joins our other ongoing developments in the BAAS degree and Flex.

Respectfully submitted,
Mark C.E. Peterson
SSC Chair
April 25, 2015
Committee Members

Julianna Alitto, Faculty Senator, UW-Waukesha  
Caleb Bush, Chair, Faculty Senator, UW-Marshfield/Wood County  
Julie DeZeeuw, Academic Staff Senator (non-voting), UW-Manitowoc  
Joanne Giordano, Academic Staff Senator, UW-Marathon County  
Steve Kaiser, Academic Staff Senator, UW-Marshfield/Wood County  
Katie Kalish, Faculty Senator, UW-Marathon County  
Troy Kozma, Faculty Senator, UW-Barron County  
Wayne Mortenson, Student Governance Council Vice President, UW-Barron County

Meetings in 2014-2015:

The Senate Academic Policy Committee (SAPC) met six times during the 2014-2015 academic year, with five face-to-face meetings, including the April Senate meeting, and one WisLine conference call meeting. Minutes for all meetings as well as Chair’s reports have been regularly circulated throughout the year and remain available to all. Outside of our regular meetings, committee members carried out substantial research and policy drafting on an individual basis. Policy work is really never done. However, here are highlights from this past year:

Significant policy achievements in 2014-2015:

SAPC had a number of policy initiatives that carried over from 2013-2014. In September, we hit the ground running to finish up outstanding tasks and address new charges. At the first meeting during Convocation in August, Caleb Bush was elected Chair, and committee responsibilities delegated for the year. Committee members began discussion of the department bylaws approval policy, which did not receive approval from the Interim Chancellor, Aaron Brower, at the end of the previous academic year due to potential budgetary implications. We decided to make this policy high priority for the new year.

In time for our September meeting, Bush redrafted IP#407, governing department bylaws approval, to address the Interim Chancellor’s concerns. At the September meeting, the committee discussed the new draft, made minor changes, and forwarded the revision for introduction at the October meeting of the full Senate. The revised policy made it through the complete approval process and was endorsed by the Chancellor’s office this academic year. This success provides a clear process for the approval of department bylaws, including revisions, and marks an important accomplishment for the committee, Senate, and the Colleges.
At the August meeting, SAPC also discussed two ongoing policy charges: a significant revision of IP#107, concerning mediated instruction, and a new policy concerning academic forgiveness. Joanne Giordano continued her work on revising IP#107, rewriting an outdated policy to reflect current institutional realities. Giordano shared her draft policy with multiple parties throughout the Colleges and used feedback to rework policy language. The committee also discussed Giordano’s work throughout the year, approved the final draft at our March meeting, and a new version of IP#107 will be introduced at the April Senate meeting.

The academic forgiveness policy was routed to SAPC from Senate Steering, part of an Academic Affairs initiative to develop this sort of policy, common at institutions throughout the UW System and the country, for our students. Academic forgiveness would allow returning students, out of school for some predetermined time, to petition Student Affairs on their particular campus for “forgiveness” of a prior, poor academic record. The committee worked on this policy throughout most of 2014-2015, looking at best practices within the UW System and at two-year, transfer-oriented institutions elsewhere.

Given direction from other committee members, Bush also consulted Associate Vice Chancellor, Joe Foy, for perspective on the academic forgiveness policy. Chancellor Foy also shared the policy draft with Associate Vice Chancellor, Rich Barnhouse, and Registrar, Larry Graves. Chancellor Foy provided detailed feedback on the committee’s policy questions, and Registrar Graves offered insight regarding transferability issues. The committee discussed the policy, after further revisions, at the January meeting, where we also agreed that the campus’ Assistant Deans for Student Affairs should be consulted. Bush distributed the policy via the Assistant Deans’ listserv, with multiple Deans providing good feedback and thoughtful questions. A final round of revisions took place, and the committee forwarded the new academic forgiveness policy for introduction at the March Senate meeting. A final vote to approve will take place at the April 24, 2015 Senate meeting.

While these policy initiatives consumed much of the committee’s time and energy this past year, we also addressed several other charges brought before us. Bush made clerical corrections to the introduction of IP#408, discerning a complicated timeline from overlapping committee and Senate meeting minutes. We were asked by Senate Steering to examine the “normal” timeline language concerning grade appeals, and the committee sent the policy back to Steering, with comments, but unchanged.

More recently, Steering tasked the committee with providing a solution to a language issue in current Senate policy. Specifically, we were asked to find a way to provide academic program chairs with standing in policy so that they can serve in roles previously limited to department chairs. Bush drafted a new section of IP#405 granting this “equity” in standing, and this revision will be introduced at the April Senate meeting.

Along with the charge to examine IP#107, SAPC was also asked to examine IP#110, “Implementation of GAPP #36,” specifically concerning dual credit courses with high schools at a time when they were originally developed in-state. IP#110, like IP#107, is hopelessly dated. The committee discussed this policy on several occasions and concluded that significant state statute and institutional policy matters prevent immediate action. This review remains a work-in-
progress at this time.

We also have several tasks before us as this academic year concludes, and these matters will be addressed in the final section of this report.

**Continuing work for 2015-2016:**

SAPC has several ongoing tasks at this time. In addition to a continuing review of IP#110, we have also been tasked with developing new policy guidelines for dissolving, combining, splitting, and/or relocating departments/programs. Initial discussions of this charge took place at the January 22 meeting, and Bush drafted initial policy language for discussion in March. Following feedback provided by committee members, that the policy lacked specificity, we agreed that outside parties should be consulted. This will carry over to 2015-2016.

Steering recently charged SAPC with a review of the role of campus Ombudspersons, with the needs of classified staff particularly in mind as they enter shared governance in full. SAPC discussed this issue at the March meeting, where we agreed that our place in such a review was unclear (there may be staffing and/or budgetary issues that rest outside our purview). Bush will be sending this back to Senate Steering for further input, and this work will also carry over to 2015-2016.

Lastly, SAPC has been asked to review recently created Chapter 11 of the Constitution concerning the creation of academic programs. Specifically, Senate Steering has indicated that the language in current policy needs to be clarified concerning the process of program creation. We have already had an initial discussion of this charge at the March committee meeting and have begun a review that will carry over to the work of next year’s SAPC.

As this section shows, the committee’s work is never finished. In this regard, I want to thank my committee colleagues, listed above, for their dedicated thoughtfulness throughout this academic year. As a relative “newbie” to the Colleges, their institutional knowledge and grasp of process have been invaluable to me. I really could not have done the job of Chair without them. This is especially true for the committee members who agreed to serve as proxies on various Senate committees: Steve Kaiser, Senate BAAS Curriculum Committee; Julianna Alitto, Senate Curriculum Committee; and, Katie Kalish, Senate Correspondence Committee.

Respectfully submitted,
Caleb M. Bush
Chair, Senate Academic Policy Committee
April 24, 2015
Membership

Membership was fluid with only 4 of the 7 committee members serving for the entire academic year.

Stephen Schmid – Fac. Sen. RCK - Chair thru December
Michael Gorman – Ac Staff – RCK – Member for full year - Chair January – April
Mark Klemp – Fac Sen – Marinette
Annette Kuhlmann – Fac Sen – BSC
Faye Peng – Fac Sen – RLN
Juli McGuire – Class Staff – FOX – October meeting
Kay Sbarbo – Class Staff – SHB – January – April
Robert Hein – Fac Sen – RCK – March – April
Christiana Kmecheck – SGA – MNT – January - April

The Year in Review

The first half of the 2014-2015 Senate was relatively quiet for the SBC. The RTF had completed its tasks and the implementation of the 2013-2015 biennium budget cuts was largely complete. With the 2014 elections upcoming, no one was able to make plans for the 2015-2017 budget as there was so much uncertainty. The result was a budget committee that was hearing reports of the ongoing implementation of the 2013-2015 budget cuts and progress of projected budgetary numbers becoming real numbers.

Major areas of discussion were possibilities for addressing compensation issues and understanding why paying 9 month employees for 12 months was not practical with the HR software being used by the colleges.

The release of the governor’s proposed budget altered the pace of the committee significantly. The scale of the proposed cuts and the short time available to implement them has created the need to plan for the cuts before knowing what they will actually be. Half of the membership of the committee at the end of February has been part of the Budget Planning Task Force.

The other activity that began in January was a request from Senate Steering to review professional development policies in the colleges. This has been a fairly open ended charge to review the state of PD policies and see if the senate can provide resources to aid in planning and distribution of PD funds. As PD funds are distributed by departments and campuses, the goal is to see if there are places where centrally coordinating information can aid the various campus and department based PD committees and make it easier for people to understand the PD processes they may encounter when they interact with different campuses and departments.
Where are we now?

The BPTF is finishing its work and submitting its report to the chancellor. We expect that report to be publicly released after the chancellor has a brief period to digest the final details. The responses will then begin and the discussions of how to respond to the recommendations and how to implement those cuts that are eventually made.

The PD review is in the stage of determining what can be done as identifying commonalities and differences in the policies is a significant task by itself.

Looking Ahead

The committee is planning to maintain involvement in the implementation of the new budget. At this point the exact nature of that involvement is uncertain as so much of the budget is uncertain. Comments from the legislature are generally in favor of reducing the cuts to the UW, but it is not yet clear what the will mean for the system and what that will mean for the colleges. The public authority is also under intense scrutiny so it is not even clear what the nature of the university will be in two and a half months.

Initial discussions with Chancellor Sandeen have indicated that she plans on continuing to rely on governance in this process and in figuring out what the process will be.

There is an expectation that involvement in implementation of 2015-2017 budget will require the committee to remain active through the summer.

The future of the PD policy review is going to be determined at the April meeting. We will determine what we can do with the review and if it is something we should deal with in the current committee or pass the completion of the process to the 2015-2016 committee.

Michael Gorman

Senate Budget Committee Chair January – April 2015
Attachment 39

UW Colleges
Senate Assessment Committee
Annual Report
2014-2015

Committee Members:
Greg Ahrenhoerster, Professor - English, UW-Waukesha, Chairs’ Representative
Sue Kalinka, Student Affairs, UW-Waukesha
Eduardo Gregori, Assistant Professor-World Languages, UW-Marathon,
Kristin Plessel, Assistant Professor-Chemistry, UW-Rock County (Committee Chair)
Ana Caballero Mengibar, Associate Professor-Political Science, UW-Rock County
Valerie Murrenus Pilmaier, Assistant Professor-English, UW-Sheboygan, AAS Assessment Coordinator (ex-officio)
Gregg Nettesheim, UWC Senior Information Manager (ex-officio)
Joseph Foy, UWC Academic Affairs Liaison (ex-officio)

SAC meetings have taken place on the following dates during academic year 2014-2015: October 3 with Campus Assessment Coordinators (CACs), October 31 (with CACs), January 23 (face to face CAC and DACs). Additional meetings are planned for June, and a face to face meeting with Department Assessment Coordinators (DACs) in August 2015.

The committee has engaged in the following activities during this academic year. SAC has coordinated departmental and institutional assessment and the work of the Department Assessment Coordinators (DACs); and coordinated campus assessment and the work of the Campus Assessment Coordinators (CACs). SAC has also facilitated discussion with CACs regarding a campus assessment cycle and facilitated the revision of the Analytical Proficiency #6: “Gather and assess information from printed sources, electronic sources, and observation” in cooperation with the Assessment and Information Literacy of the Library Council. An institutional assessment project regarding information literacy (Project SAILS) was coordinated by the committee. Additional information on the committee’s work in these areas is detailed below.

Departmental/Institutional Assessment
- In September SAC reviewed the final DAC reports for 2013-2014 assessment cycle.
- In October SAC received the preliminary department specific/institution wide assessment plans for Fall 2014 from the DACs.
- On January 23, 2015, SAC met with DACs and CACs for the annual winter meeting. This meeting included discussion of budgets, assessment cycles/rotation, and administrative issues. In addition the group discussed the pros and cons of moving to a two year institutional assessment cycle for departments. The group also reviewed data from the Project SAILS regarding assessing students’ information literacy. Excitingly, some departments are assessing the new Intercultural Skills Proficiency.
In February SAC received the preliminary department-specific/institution-wide assessment plans for Spring 2015.

SAC will meet with the DACs via Wisline in June and face to face in August of 2015 to discuss various aspects of the assessment process.

DACS will submit draft reports for the 2014-2015 cycles in July and SAC will provide comments to DACs for these draft reports in August before DACs prepare their final reports.

Campus Assessment

During September and October the CACs worked with their campuses to discuss the focus of the 2014-2015 assessment plan.

In September the CACs and members of SAC met via Wisline. CACs provided brief comments about the current year’s campus assessment project and received useful feedback. There were also discussions of methods for data collection and analysis as well as continued discussion of a campus assessment cycle.

In October SAC received the campus assessment plans from the CACs. A Wisline meeting was held with the CACs on October 31, 2015, to discuss the campus plans.

CACs attended the January 23, 2015 face-to-face meeting to participate in discussion of assessment and the other Colleges matters presented at that meeting (see summary above for January meeting). The CACs met in a break out session at this meeting to discuss assessment cycle/rotation and the merits of having a common institution wide assessment theme/topic. SAC discussed methods for increasing support for the CACs through deans.

In April 2015, the CACs will meet via Wisline with SAC to discuss progress in the campus assessment process for 2014-2015.

By May 30 the CACs will submit final reports for the campus assessment cycle. SAC will review the reports and provide feedback in June and July.

Respectfully submitted by
Kristin Plessel
SAC Chair
April 13, 2015
Members:
Julianna Alitto (Chair of SACP, non-voting, ex-officio)
Michael Dahlberg (Student, Manitowoc)
Terri Gonya (Natural Sciences, Fox Valley)
Larry Graves (registrar, non-voting, ex-officio)
Christa James-Byrnes (CSEPA, Barron County)
Nichole Kathol, Humanities, Barron County)
William Malcuit (Humanities, Washington County)
Sandra Neumann (Social Sciences, Marshfield/Wood County)
Greg Peter (Social Sciences, Fox Valley)
Katie Press (Student Services, Waukesha)
Kim Schatz (Natural Sciences, Fox Valley)
Misty Skurzewski (Social Sciences, Sheboygan)

This report is based on Committee Minutes and Curricular Reports. The committee met on the following dates: September 10, 2014, September 24, 2014, December 3, 2014, February 24, 2015, April 23, 2015 and April 24, 2015. The following table gives an overall tally of the nature of the proposals SCC has reviewed so far this academic year.

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SCC members also discussed the following business items:

- **The feasibility of moving meetings from WisLine to Lync**: Katie Press compiled necessary information for committee members, but it was decided to not move forward with this until a formal call to do so by the UW Colleges Senate.

- **Revising curriculum forms**: New forms were presented for consideration at the April 24, 2015, meeting. Given the ramifications of the adoption of new forms, the Committee decided to let next year’s Committee finish this task.

- **Approvals of Flex Degree proposals**: The committee decided that the Flex Committee is the more appropriate body to review Flex Degree proposals.

### Future Goals/Expectations from the 2013-2014 Annual Report

- **Revision of proposal forms**: In progress
- **Moving away from Public Folders for form availability**: This goal has been met. All forms are now accessible in the Senate SharePoint site. A next step would be to move the proposal submission from email-based to SharePoint-based.
- **Student member attendance**: This committee, thanks in large part to Katie Press, was able to secure a student member. Once the student member was taught how to navigate the technicalities (e.g., using WisLine, SharePoint), the student was able to take part in the proposal review process.
- **Campus and Departments helping to ensure that submitted proposals are complete and in compliance with SCC guidelines**: This expectation has not been met, nor worked toward. Proposals continue to be submitted in various stages of completeness and compliance. Hopefully, reviewed forms will aid in this issue.
- **Use of the co-chair model**: We had a co-chair this year. It did not ease the work load, likely because the more experienced chair did not delegate effectively. When used effectively, this model is expected to be of great assistance.

### Future Goals

- Finish the revision of current proposal forms.
- Continue to seek active student participation.
- Work toward enlisting the help of campus and departments in the submission of complete proposals that are in compliance with Senate policy.
- Continue to use the co-chair model.
- Develop learning objectives/proficiencies for degree designations based on descriptions in current Senate policy IP #101.
- Develop policy that distinguishes among course levels (e.g., 100- vs. 200-level courses).
- Update the SCC Guidelines (these were last updated January 2013).

Respectfully submitted by
Sandra L. Neumann
2014-15 Members: Malcolm Allen, Scott Bouffleur (Chair), Charles Clark (Ex-Officio), Eduardo Gregori, Jennifer Heinert, Mech Johnson, Marcie Pratt, Jill Rinzel, Roland Rodell, Missy Skurzewski

The committee initially met August 28th, 2014 at the UW Colleges Convocation at UW Fond Du Lac. Asif Habib (former UW Colleges Professional Development Coordinator) addressed the group on the overview of the committee. Also discussed was the elimination of the UW Colleges Professional Development coordinator position due to budget cuts, and the responsibilities that would need to be taken on by the committee as a result of said position elimination. It was decided that the committee would need to draft a workflow and list of responsibilities that would be taken on by the committee, and those that would be taken on by the Provost’s office (Joe Foy).

The initial meeting to elect a chair and review the scope of work was held via WisLine on September 24, 2014. Scott Bouffleur was nominated and elected unanimously as chair. The following workflow structure was set in place based on conversations with Joe Foy and Asif Habib:

1. The Provost’s office (Joe Foy) will handle the equivalent of Rex and Asif’s periodic “Occasional PD notes” emails to the institution regarding an overview of awards available and approximate deadlines.
2. The Provost’s office (Joe Foy specifically) will be handling the process of letter writing/communication with applicants regarding the results of their application. We will communicate our rankings/recommendations to him as we had planned and that will be the end of our duties for each award. We may be consulted and we must also make sure we have adequate documentation for Joe on each applicant and our reasoning for the ranking of each. We will need to restructure our assigned duties to reflect that change.
3. The OPID office (Jennifer Heinert) will handle the call for proposals for the OPID sponsored awards. SPDC will take the process over from that point forward. The awards that this applies to are WTFS and Faculty College.
4. SPDC will be responsible for the entire process from call to recommendations for the following awards:
   a. Sabbaticals
   b. Summer Research Grants
   c. GISE
   d. KSEG
5. The Provost’s office will send out a call or notice for the following awards. SPDC will ONLY be involved if there are more applicants than allowed, and we will be notified if this is the case on a year by year basis. Our duties will be to review and rank the...
proposals as we would the others, and provide a recommendation back to the Provost’s office.

a. NEH Summer Stipend
b. CASE US Professor of the year

6. Posters in the Rotunda is still up in the air – Asif may still handle this one, but we are awaiting confirmation.

7. Due Dates for KSEG and GISE have been set for 2014 – Call date will be October 1 and Deadline will be November 1.

Once the committee workflow was decided, the following awards were advertised, collected and reviewed by the committee throughout the academic year based on said workflow. Full documentation of all discussions, rankings and rationale can be found on the SPDC SharePoint site for each award listed below.  https://collab.uwex.uwc.edu/uwc/senate/SPDC/default.aspx

UW Colleges Awards/Grants

1. Faculty Sabbaticals: The committee made the call for, received, discussed and ranked 7 sabbatical proposals for the 3 available awards. We recommended the applications of Christopher Hays (Anthropology), Jonathan Kasperek (History) and Michael Jacobs (History) to the Provost for the 3 awards with Connie Sexauer (History) as an alternate.

2. Summer Research Grants: The committee made the call for, received, discussed and ranked 16 SRG proposals for the 8 available awards. We recommended the following 8 applications to the provost with 4 alternates.

1. Pauers, Michael
2. Peterson, Bradley
3. Mattis, Ann
4. Stukenberg, Jill
5. Buchholz, Timothy
6. Tyvela, Kirk
7. Kowalski, Dean
8. Hassel, Holly
Alternates
1. Peter, Gregory
2. Selby, Talitha
3. Anand, Jayant
4. Kosler, Karl

3. UWC KSEG and GISE-PD Grants: The committee made the call for, received, discussed and ranked 3 KSEG proposals and 2 GISE-PD proposals. We recommended the KSEG proposals of Joanne Giordano and Carolyn Polodna as well as the GISE-PD proposals of lee Friederich and Christina Marty to the Provost’s office for funding.
OPID Awards/Programs:

1. Wisconsin Teaching Fellows/Scholars (WTF-WTS): Jenifer Heinert made the call for the WTF-S awards on behalf of OPID and the SPDC committee received, discussed and ranked 2 proposals. Both the proposal by Daniel Kallgren and Juliana Alitto were recommended to the Provost for acceptance to the program.

2. Faculty College: Jenifer Heinert made the call for the Faculty College awards on behalf of OPID and the SPDC committee received, discussed and ranked 10 proposals. 4 spots and one alternate were available, but in previous years others have become available above and beyond the 4 spots allocated for UWC. For this reason, the committee agreed that all proposals were acceptable and valid and ranked them 1-10 to the Provost’s office should additional spots become available. The 10 are listed below:
   1. Bullard, Angela
   2. DaPra, Tara
   3. Bush, Caleb
   4. Duffey, Ada
   5. Magestro, Molly
   6. Gralewicz, Renee
   7. Adam, Iddi
   8. Reilly, Bethany
   9. Wang, Yongqing
   10. Murrenus-Pilmaier, Valerie

UW-System Wide Awards

1. Regents Award (Non-Instructional Academic Staff): This year the Faculty Regent’s award was handled directly by the Provost office. The committee made the call for, received, and discussed one application for Kristine McCaslin (UW Marathon County). The committee recommended the McCaslin proposal along with the supporting documentation to the Provost as the UW Colleges representative.

2. Posters in the Rotunda: Asif Habib made the call for the Posters in the Rotunda on behalf of UWC and the SPDC committee received, discussed and ranked 15 proposals. The committee approved and recommended all 15 to the Provost’s office for representation at the Posters in the Rotunda program.

Other Business:

A proposal was made to the SPDC committee by Holly Hassel, professor of English, UW Marathon County regarding funding requirements and assessment of Summer Research grants. 2 special meetings were held to discuss the proposal and recommendations on both components were made to the provost, details on said recommendations are also available on the SPDC sharepoint site.
All in all, the committee met once in person (Convocation) and 8 times via WisLine throughout the year.

Respectfully Submitted,

Scott Bouffleur
SPDC Chair 2014-15
The Senate BAAS Curriculum Committee met three times during the 2014-2015 academic year. In our meetings we approved six new courses, and modifications for three courses already being offered.

New courses approved:
1. HWM 400 Health Resource Management—UW Stevens Point
2. CTA 240/340 World Theatre and Performance—Lauren Love
3. PSY 345 Industrial/Organizational Psychology – UW Stevens Point
4. LEC 483 and LEC 493 – Capstone Seminar and Capstone Project
5. POL 298/490 – Global Citizenship in the 21st Century – Chris Kroh
   a. Pending course numbering changes
6. LEC 305 – Applied Project Management – Christa James-Byrnes

Course Modifications approved:
1. PHI 348 Advanced Biomedical Ethics – modified to be taught as a stacked course with PHI 248.
2. CTA 240/340 – change the prerequisite from “ENG 101 and/or ENG 102” to just “ENG 102.
3. Approval of customized course syllabi submitted by Christa James-Byrnes for LEC 483 and LEC 493

In addition we approved a new BAAS Course Proposal Form that helps to streamline the approval process.

One concern that was expressed several times in our meetings by different committee members was the need for more clarity from instructors as to how progress will be monitored in the LEC courses. These courses are nominally overseen by the home department of each instructor, so there is no consistent oversight, and therefore no uniform standard to gauge student progress. This makes evaluation of LEC courses very difficult for the committee particularly as it deals with capstone project courses. The committee would like to explore ways to have a more uniform way to track student progress with clear, detailed goals. This could be a joint effort between the BAAS Curriculum and BAAS Committees.

Respectfully submitted,

Richard B. Brunson
Chair, Senate BAAS Curriculum Committee
8 April 2015
I. Committee Membership
Mark Karau Chair and SS Representative: UW Sheboygan
Mary Beth Knoeck Student Affairs Representative; UW Marshfield/Wood County
Timothy Dunn Department Chair Representative; UW Waukesha
Sarah Rudolph HU Representative; UW Marathon County
Amanuel Teweldemedhin NS Representative; UW Waukesha
Geoffrey Hall Student Representative; UW Waukesha
Stephen Schmid Ex Officio: BAAS Assessment Coordinator: UW Rock County
Patti Wise Ex Officio: BAAS Program Manager

II. Meetings
September 8, 2014 WIS-Line
October 13, 2014 WIS-Line
November 10, 2014 Madison
November 24, 2014 Lync
January 7, 2015 Lync
January 14, 2015 Lync
February 2, 2015 Lync
March 20, 2015 Madison

III. Activities Completed
a. The committee created an assessment program for the BAAS degree. The committee met several times in the fall to discuss using the AAC&U VALUE rubrics for this assessment program. In the end the committee voted to adopt those rubrics because they are nationally accepted and recognized.
b. As part of that program the committee selected three of the VALUE rubrics (Critical Thinking, Global Learning and Written Communication) and asked each spring BAAS instructor to assess two of those three rubrics. The committee decided to use those same rubrics for at least the first two years of the program due to the small size of the program. There was concern that only using the rubrics for one year would not provide sufficient data.
c. The committee also, as part of that program, sponsored a retreat in early February for all spring BAAS instructors where the instructors were introduced to the VALUE rubrics and the new program.
d. The committee worked with Christa James-Byrnes to create a process for the creation and evaluation of the Senior Capstone Project. For the immediate future students and mentors will send their Capstone proposals to the SBAC for review
and approval (though this is more likely an issue for the BAAS Curriculum Committee).

e. The committee created an Assessment Statement to be included in all BAAS syllabi.

f. The committee created an end of semester survey for all BAAS instructors to provide feedback on the program as a whole.

IV. **Future Activities**

a. The Committee plans one more meeting this semester to evaluate the progress that has been made over the last year on the issues that were raised by the focus groups we ran last year.

b. The Committee is of the opinion that SBAC and the BAAS Curriculum Committee need to have at least one joint meeting next year to work on some issues, such as the Capstone Project mentioned above, that cross the borders of each committee’s purview.

c. SBAC also plans to begin creating a program for the assessment of the entire BAAS program in addition to assessing individual courses. That will be the major objective of next year’s committee.

d. Finally, SBAC plans, next spring, to communicate further with BAAS instructors in order to determine how the assessment program we created this year is working.

Respectfully submitted by,
Mark Karau
History, UW Sheboygan
Chair, SBAC
Committee Members:

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Meetings in 2014-2015:

The Online Program Committee conducted non-meeting-related business via e-mail; we had 3 Wiseline meetings and one meeting in person at the Fall Collegium. Additional meetings regarding ONL matters were held over the summer and were attended by SOPC members.
whenever possible. There was one meeting of the Academic Actions subcommittee this year to address a charge of academic misconduct.

**Issues Addressed:**

There have been two main issues that SOPC has been working on this year. The first is the work around ONL gaining status as a “virtual campus”. In our first meeting at Convocation, Dean Temple said that, due to the size of the ONL program, it now behaved like a campus but that policy did not reflect this. Further, because of policy gaps, ONL was often unable to function smoothly. In her opinion, the best course of action was to gain campus status.

In conversation with SOPC chair Kozma, Dean Temple outlined her vision of an ONL which still carried out the service role of revenue sharing with the campuses/departments but which also served as a campus for the thousands of ONL-only students, along with a home for ONL IAS and faculty. Dean Temple then presented her proposal to SOPC prior to the October Senate meeting. SOPC provided feedback, noting a number of areas of concern such as faculty service, issues involving retention, worries about a reduction in shared hiring lines, a more difficult tenure process and the tension between having a revenue generation mission alongside an education mission.

After the departure of Dean Temple, SOPC met with Interim Dean James-Byrnes, who sought the endorsement of SOPC on the resolution concerning campus status which was sent to the BOR. The same issues which had surfaced in October were brought up but these were tempered by the realization that there was a lack of shared governance in ONL, principally the lack of student representation. Dean James-Byrnes also pointed out that without a campus status, ONL was vulnerable to administrative restructuring, as had happened in the past. SOPC endorsed the resolution but the vote was deeply divided at 3-2-0.

The second major issue was working to clarify and codify the role of lead instructors. The lynchpin for this is Policy #403, regarding joint creation and ownership. There are several issues at play here as #403 has not been followed for several years. First, the intellectual property rights of lead instructors have not been adequately respected. ONL has continued to make use of courses even after the joint ownership contract has expired and has not signed agreements with a significant number of lead instructors. Second, the issue of revision schedules remains in limbo. The contract outlined in #403 requires a major revision every 3 years but this has not been practice. Third, there has not been compensation given to leads to maintain courses and mentor non-lead instructors. As an interim measure, Dean Temple instituted a stipend system for lead until the issues revolving around #403 were resolved. At the time of the report, Interim Dean James-Byrnes has provided a draft revision of the joint ownership agreement to SOPC. At first glance, Chair Kozma believes this draft to be in conflict with GAPP 27 and does not address the issues of intellectual property protection, revision and compensation but SOPC has not yet met to discuss it.

SOPC has also provided input and feedback on a variety of ONL issues, including changes to the drop policy, course overrides, and has endorsed the ONL hiring priority schedule.
Ongoing concerns:

SOPC will continue to work on the “virtual campus” issue but must wait to see whether the BOR acts on the resolution forwarded to it. SOPC will continue to work on the lead instructor issue and press for a fair joint ownership agreement.

Respectfully submitted,

Troy Kozma

Chair, UW Colleges Senate Online Program Committee
Committee Members:
Bob Apfel, Bob Bermant, Werner Gade, Caroline Geary, Colleen Godfriaux, Mark Hall, Mary Beth Knoeck, Kim Kostka, Evan Kreider, Chris Meyer, Martin Rudd, Tracy Schwinn, Jonathan Watson, Beth Webb

Meetings:
August 28, 2014

Committee Activities:
At the committee’s August meeting we reviewed the SIITC duties and how they fit with the new UWC IT Steering Group. Copies of the UWC IT Steering Group Charter were later forwarded to the members.

In October, Werner Gade sent a copy to the committee members of the proposed Email Policy. The policy was reviewed and a discussion was held on November 3, to clarify issues. The Email Policy was approved and published in December.

Beth Webb
UW-Rock County
Chair
The Office of Human Research Protection (OHRP) register of members was updated by the Coordinator on 9/3/14.

The Federal-Wide Assurance does not need to be updated again until March of 2018.

Meetings in 2014-2015

The IRB had a teleconference April 29th, 2014 and also met face-to-face prior to convocation (August 28th, 2014) to establish procedures, meet each other, and discuss several proposals.

Additional WisLine meetings were conducted on September 25th, October 31st, and November 26th, 2014; also on January 12th, February 19th and March 23rd, 2015. Although the committee discusses proposals during meetings or teleconferences, communication with the investigator(s) often continues via email if modifications are required before a project can be approved. Another teleconference is scheduled for May 1st, 2015.

Member training

a. All members of the IRB have completed recent (within the last 3 years) online training on the Office of Human Research Protection (OHRP) regulations.

b. The Coordinator sent training and guidance information to the new faculty IRB member (K. Wilkum) on May 12th.
c. The Coordinator attended an OHRP training in Madison on July 8th, 2014. The title was “Protecting Human Subjects in Qualitative Research: Ethical Considerations for IRBs and Researchers.”

d. Several IRB members, including the Chair and Coordinator, also attended a series of trainings arranged by UW System. These were webinars conducted on February 20th, March 20th and April 3rd. Each was 2 hours long.

e. The Coordinator also began subscribing to an “irb forum” email list-serve in February, 2015.

Policy and website development

The Chair serves as webmaster.


A statement of the jurisdiction of the IRB was added to the FAQs section of the website in January of 2015.

The Coordinator is sending reminders to Principal Investigators, approximately a month before each project’s anniversary date, to remind them to check in with the IRB about the current status of each project (whether it is complete or ongoing).

A reminder about the requirement to get human subjects research projects approved prior to data collection was added to the Qualtrics website (at [https://uwex.co1.qualtrics.com/ControlPanel/](https://uwex.co1.qualtrics.com/ControlPanel/)).

Nearly four years after publishing an advance notice of proposed rule making (ANPRM) revising the Common Rule (45 CFR 46), DHHS officials have submitted a notice of proposed rule-making (NPRM) to the Office of Management and Budget (OMB) for review. The website reginfo.gov indicates OMB received the proposed rule, "Human Subjects Research Protections: Enhancing Protections for Research Subjects and Reducing Burden, Delay, and Ambiguity for Investigators," on Feb. 24, 2015. The review by OMB could take 90-120 days. Once the proposed rule is published, it would be available for comments before a final rule is issued and takes effect.

The IRB is working on a protocol form more attuned to the needs of qualitative researchers, to more fully address concerns of the Department of Anthropology/Sociology.

Proposals Reviewed Since Last Report
Since the last report, the IRB has completed its review of 68 proposals. Most proposals require at least minor modifications before being approved (as indicated by varying “completion” dates below). Innumerable additional requests for information, clarification, etc. have been received and responded to.

April 2014

1. The effect of an inclusive six-day adventure education field course on self-concept of college students – new proposal – approved via expedited review 4/2/14

2. Staff interview baseline data for 1:1 computing in FDL school district – request for continuation – approved via expedited review -- 4/21/14

May 2014


4. The Effect of Commute Time on Attendance and Academic Performance Among the Freshman and Sophomore Students – new proposal – approved 5/13/14

5. Local Economic Impact of University of Wisconsin-Marathon County – new proposal – approved 5/13/14

6. Use of concept maps to enhance student understanding of infinite series – continuation/change to protocol requests – approved via expedited review - 5/15/14

7. College Student Political Interests – new (student) proposal – approved 5/21/14

8. Better Understanding the Success of Developmental Math Students at UW-Fox – approved via expedited review on 5/30/14

June 2014


July 2014

### August 2014


13. *Assessment of Active Learning Techniques in the Biology Classroom* – continuation request – approved via expedited review -- 8/7/14

14. *Developing Data-Driven Creativity Workshops* – new proposal – approved 8/9/14

15. *Assessment of Information Literacy Among UW Colleges Students* – declared exempt from further review on 8/28/14


17. *Assessment of Student Learning Gains in Debunking Pseudoscience in CHE145 General Chemistry I* – approved 8/30/14

18. *Introduction to Business Pre-Test: Instructional Techniques Comparison Part 2* – new proposal – approved 8/30/14

19. *Assessment of Student Learning Gains and Environmental Stewardship in a Service-Learning (SL) designated Environmental Science Course* – new proposal – approved 8/31/14

### September 2014


21. *Financing Retail Business in Mexico* – continuation request – approved 9/1/14

22. *Effectiveness of Electronic Instant Feedback Testing on Learning Within the Confines of an Exam* – new proposal – approved 9/12/14


24. *WiscAid Time Use Study* -- modifications to protocol -- approved via expedited review on 9/17/14

25. *Case Study Assessment Project in BIO 101*—new proposal – approved 9/19/14
26. Impact of Mental Health Services on a Midsize College Campus – continuation and modification request – approved 9/25/14

October 2014

27. Why not sleep on it? The relationship between sleep and academic performance – new proposal – approved 10/2/14

28. Professional Development for Core English Skills Instructors: Using Research-Based Teaching Strategies to Improve the Retention and Academic Success of Underprepared College Readers and Writers – continuation request – approved via expedited review – 10/22/14

29. Studying Students’ Aptitude with Identifying, Evaluating, and Applying Open Web Sources – new proposal – approved 10/23/14

30. Tourist Talk – continuation request – approved via expedited review – 10/24/14

November 2014

31. Explaining Gender Differences in College Effort – new proposal – approved 11/5/14

32. Student Perception on learning certain calculus topics using the flipped classroom model – continuation and modification request – approved via expedited review -- 11/11/14

33. A Study on the types of word problems which students recall most – new proposal -- declared exempt from further review -- 11/11/14

34. Graduate Communication Thesis – new proposal -- approved via expedited review on 11/12/14

35. Food Security in Waukesha County – new proposal – approved on 11/19/14

December 2014


37. Feminist Interrogations of Visual Culture and The Patriarchal Gaze in The Women’s Studies Classroom – new proposal – approved 12/2/15

38. National College Health Assessment II Web-Based Survey – new proposal – approved 12/3/14
39. Effects of gender beliefs about academic aptitude on academic performance – new (student) proposal – approved 12/9/14

40. The Relationship between Access to Health Care and Stress: A Correlational Study – new (student) proposal – approved 12/9/14


January 2015

42. Being Unfriended on Facebook: The Effect of Gender and Education on Self-Esteem, Shame and Guilt – new proposal – approved 1/15/15

43. POGIL with Tablet Technology – new proposal – approved 1/15/15

44. Concept Inventories of Student Ideas and Assessment of Student Attitudes Toward Science – new proposal – approved 1/20/15

45. Writing in the Disciplines – Interviews – new proposal – approved 1/28/15

February 2015


47. Undergraduate Intuitions of Free Will, Moral Responsibility, and Determinism – new proposal – approved 2/21/15


49. WiscAid Time Use Study: Experience-Sampling Method (ESM) Study – continuation request – approved via expedited review – 2/26/15

50. Violent Lyrics in Heavy Metal Music and Aggression in Females – new student proposal – approved 2/27/15

March 2015


53. Distance Makes the Mind Think Abstractly -- new (student) proposal – approved 3/25/15


56. *What will you decide? Mindfulness Meditation and Resisting the Sunk-Cost Bias* - new (student) proposal

57. *Judging Books By Their Covers* -- new (student) proposal – approved 3/25/15

58. *The Effect of Social Isolation on Perceived Temperature* -- new (student) proposal

59. *Mnemonic Memory of the Mind* -- new (student) proposal

60. *How Important is the Title Name, Really?* -- new (student) proposal – approved 3/26/15

61. *Guilt’s Role in the Compliance to Prosocial Causes when Paired with Anthropomorphic Objects* -- new (student) proposal – approved 3/26/15

62. *The Explanation of Positive and Negative Coping Mechanisms through an examination of an individual’s Religion* – new (student) proposal

63. *UWMC High School Deliberative Forum Series* -- new proposal

64. *Effect of Chewing Gum on Memory* – new (student) proposal – approved 4/1/15

65. *Effect of Melatonin on Sleep Quality* – new (student) proposal – approved 4/1/15


67. *Human Short Memory: Recollection Abilities Based on Gender* – new (student) proposal – approved 4/1/15

68. *Is the sympathetic nervous system more sensitive to a larger audience in comparison to a smaller audience while public speaking?* – new (student) proposal – approved 4/2/15

Respectfully submitted,
Kathy Immel, Chair, Institutional Review Board
Associate Professor of Psychology
University of Wisconsin-Fox Valley
Attachment 47

UW Colleges
Senate Teaching Awards Committee
Annual Report
2014-2015

The STAC met throughout the year. We have dealt with the initial round of awards (e.g., Regents teaching Excellence), and currently work to assess candidates for the Chancellor’s Excellence in Teaching Award and the select campuses covered by the Underkofler Awards.

Jeff Kleiman
Chair, STAC
Membership:

<table>
<thead>
<tr>
<th>Name</th>
<th>Group</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dock, Luke</td>
<td>Senate Budget Committee Member</td>
<td>UW Colleges Online</td>
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<td>Gibeau, Peter</td>
<td>Faculty Appeals &amp; Grievances Committee Member</td>
<td>UW-Washington County</td>
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<td>Gulotta, Ron</td>
<td>Faculty Professional Standards Committee Member</td>
<td>UW-Waukesha</td>
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<td>Kalish, Katie</td>
<td>Senate Academic Policy Committee Member</td>
<td>UW-Marathon County</td>
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<td>LaBrie, Janet</td>
<td>Academic Staff Appeals &amp; Grievances Member</td>
<td>UW-Waukesha</td>
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<tr>
<td>Peterson, Mark – Chair</td>
<td>Senate Steering Committee Member</td>
<td>UW-Washington County</td>
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<tr>
<td>Winkler, Michael</td>
<td>Academic Staff Personnel Committee Member</td>
<td>UW-Fond du Lac</td>
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Actions:

Drafted statements responding to 1) the Governor’s budget proposal eradicating shared governance and tenure and 2) the depth of the budget cuts.

First, the letter drafted for use by campuses.

UW Colleges response to the proposed 2015-2017 budget.

The current budget proposal in Madison threatens the dream of a better life for Wisconsin taxpayers. More than 13,000 people a year – among them your friends, family, and neighbors – enroll at one of the thirteen University of Wisconsin Colleges campuses to begin working toward that dream.

The UW Colleges faculty, staff, and administration have always been proud and happy partners, dedicated to helping students of all ages get the education they need for the lives they want.

Since 1971 the Colleges have provided access to a university degree for traditional students and, more and more, returning adult students who need a degree to advance in their careers and make a better life for their families. The combination of longstanding partnerships with county and city governments statewide, our low cost, high value, teaching emphasis, and open access make it possible for thousands of students a year to attend university – many of whom might not have been able to attend college in the first place. Best of all, students who begin their journey with us do as well or better at the larger campuses than students who start there.

Many of you have a family member, neighbor, or co-worker who benefited from starting their education at a UW Colleges’ campus.
<<< INSERT YOUR FAVORITE LOCAL ALUMS who got their start with us. As a model, but emphasizing your own local alums, you might add something like:

Even a few top state politicians owe their educational starts to the UW Colleges, including Attorney General Brad Schimel, Rep. Romaine Quinn (UW-Barron County), and Rep. John Nygren (UW-Marinette). >>>

The proposed budget threatens this success.

After two decades of major improvements to graduation rates in the UW System (up 45% with a 12% increase in Full-Time Enrollments), cuts in the last three biennium budgets have begun to reverse this improvement. Campuses have had to cut back on course offerings and this has led to students having to wait additional semesters to take courses needed for graduation.

The current budget proposal hits students three times:

1) Governor Walker’s proposed cuts will impact instruction, cutting access to the classes students need to graduate in a timely manner, and

2) As their time to degree increases, students will have to pay more in tuition for the extra semesters required to graduate and, finally

3) When it takes longer to get their degree, students lose out on the income they could be earning.

After a decade of severe cuts, it is no longer a matter of being more efficient. We are as lean as we can get. Our own business-oriented efficiency consultants recognized the impact of budget reductions on service to our students. The 2013 Huron Education Assessment Report states, "The ability for UW Colleges to continue to meet budget reductions without a diminution of service to students, faculty, and staff is limited."

Continued cuts threaten even worse fallout for Wisconsin over the long term.

Cutting access to an affordable university education makes it more difficult for our state to remain competitive in the global economy. Our smartest and hardest working Wisconsin graduates become industry leaders and entrepreneurs. They are the architects of Wisconsin’s economic future. Limiting their access to the education they need will add to Wisconsin’s brain drain and stifle our economic growth. We will see continued loss of jobs to neighboring states like Minnesota and Iowa, states that continue to expand their state support of higher education.

If you have been a member of the UW Colleges family, whether as a student on the way to a better life or as a family member who helped out on that journey, please let the legislators in Madison hear your story. We know there are tens of thousands of you across the state and your voices carry weight at the Capitol and in the Governor’s mansion.

Challenge the state legislature to put its money where its votes are – job growth – by supporting the state institution best able to spark job creation. The University of Wisconsin prepares and empowers the next generation of scientists, engineers, and entrepreneurs.

<<<INSERT LOCAL FAVORITE SUCCESS STORY/partnership: in Washington County, for instance, we can note our relationship with our Platteville engineering program and a major local company.>>>
Help our legislators understand what you need in order to secure the future you want. Urge them to take action against cuts which will harm students. Encourage them to prioritize the long-term benefits of UW System over short-sighted, short-term benefits to a few taxpayers.

Wisconsin residents are entitled to the education they need for the lives they want.

Second, the Senate’s response to the budget cuts.

The UW Colleges Senate is deeply concerned about the future of the UW Colleges and the entire UW System. The UW Colleges plays a vital role across Wisconsin in its service to students, employees, alumni, businesses, and other community members. As the third largest institution within the UW System, the UW Colleges is committed to our mission of teaching, research, service, and affordable access for the students of Wisconsin.

We believe that the current proposal to reduce the UW System budget by $300 million in the next biennium will be profoundly detrimental due to our already streamlined structures which include county-owned facilities. It will lead to job losses for hard-working Wisconsinites, cuts in programs that will compromise the education of current students, a dramatic reduction in research productivity, an inability to serve those beyond the borders of campus, and a likely increase in the cost of tuition in the long term.

This massive decline in GPR funding comes on top of continual reductions, resulting in a reversal of the state and student roles in funding education, as well as a tuition freeze for eight of the last ten years. The quality, cost, and availability of a college education for students cannot possibly be maintained with these proposed cuts.

We, the UW Colleges Senate, voice our strong opposition to the proposed $300 million cut to the UW System budget and express our deep concern that such a cut will impair our university and our state.

Unanimously approved by the senators of the UW Colleges Senate
March 20, 2015
Members of the committee as of 1st April 2015

Jayant Anand (Chair), Jeff Amundson, Christine Curley (ex officio, non-voting), Joseph Foy (ex officio, non-voting), Patrick Hagen (ex officio, non-voting), Lisa Hagar, Samantha Kimball, Rachel Knighten, Amy Pearce, Swapnil Tripathi

The committee met four times this year, twice in fall and twice during the spring semester. The initial goal of the committee was to set an agenda for the year. During the course of the year it became apparent that the committee’s charge was too broad and the institutional reality was very different from the time when the SIEC was created.

The following is a summary of the tasks completed by the committee during 2014-15

1. Helped with the recruitment of Cohort 3 facilitators for the multicultural awareness program (MAP)
2. Promoted the 2-day MAP workshop on their campuses and departments
3. Identified need for clearer policy on bullying
4. Offered to review training videos prepared by OEDI
5. Offered to provide feedback to OEDI on training videos and publications on Title IX and related laws
6. Offered to help OEDI build a resource database on equity, diversity, and inclusion initiatives on campuses and in communities that the UWC serve
7. Suggested sessions on equity, diversity, and inclusion for the Annual Colloquium

To make the SIEC more effective and efficient, the committee requests the Senate review and revise the committee’s responsibilities including clarifying the roles of ex officio members, particularly the Assistant Vice Chancellor for OEDI, and Associate Vice Chancellor for Academic Affairs.

The SIEC also requests that the Senate Steering Committee consider including a member of the SIEC in an ex officio, non-voting capacity on critical Senate Standing Committees such as, for example, Professional Standards, Academic Policy, Assessment, and Professional Development. Equity, diversity, and inclusion consideration should be infused into existing Senate structures and considered throughout the planning, design, implementation, and evaluation stages of committee work. Furthermore, for issues with a central inclusion component, the SIEC recommends that the Senate Steering Committee direct such matters to the SIEC for action – e.g. conducting governance climate survey and morale surveys.

The SIEC has set the following four goals for next year (2015-16):

1. Draft a revision of the SIEC responsibilities for review and feedback by the Senate Steering Committee
2. Enhance accountability by seeking information on inclusion initiatives at the campuses and sharing this information in the SIEC’s annual report
3. Reinvigorate and support a communications network among campuses to share initiatives on matters pertaining to equity, diversity, and inclusion
4. Create greater awareness about inclusion by working on the planning of the Colloquium

Submitted by Jayant Anand (Chair) on behalf of the Senate Inclusive Excellence Committee
I. Items Completed

The FPSC had two policies approved by the senate in 2014-15. They are:

**FPP #508** Policy on Ineffective and/or Inactive Performance – This proposed change was to specify that a written Correction Action Plan be developed in cases of alleged ineffective or inactive performance by a tenured faculty member. This plan would guide evaluation of progress to correct the case of ineffective or inactive performance. The revision intends that this plan will clearly spell out required actions of the faculty member to said faculty member. This change was proposed for the benefit of the faculty member. The other change in this proposal was to grant authority to either campus dean or department chairperson to take cases to the provost when either suspects actions to correct the problem have failed. The provost then becomes the final judge in the case.

**IPP#301.01** Administering the Student Survey of Instruction - Due to a new ruling from the state’s Attorney General’s Office regarding the private personnel status of results from Student Surveys of Instruction, UW System Legal Services requested we alter language we use in our standard instructions read to students when administering the SSI. We removed the statement that the results become a “public document” so as to avoid potential confusion that SSI results are a public document subject to open records requests. SSI results are now interpreted to be private documents for personnel decision purposes.

II. Items Introduced or Under Review During 2014-15

There are two particular action areas which consumed a great deal of work for the FPSC in 2014-15, and these two items remain unfinished at the end of this year.

**IPP#320** Policy on Evaluation – Instructional Academic Staff (Category B), including Returning Retired Faculty - To keep policy language consistent across policies, language changes previously made to FPP 503 needed to be included in IPP 320. The first change was to specify that all IAS having taught during a calendar year should receive each fall and be expected to complete the AR. The second change was to include the director of HR among those to receive the resulting rating scores. This introduction was returned to committee by the senate, with the senate asking the FPSC to consider also amending the policy to properly reflect the forms of contracts now being issue to IAS instructors. There was also a question as to whether, or not, to separately refer to retired returning faculty, as they are actually hired as IAS.
FPP#503 Faculty Merit Policy - The revision of FPP#503, the Faculty Merit Policy, is to be introduced to the senate at the April 24 meetings. This revision aims to align merit considerations with our institutional priorities (placing teaching as primary focus of merit rankings), address gender biases in the evaluation process (by equalizing consideration of service work to professional development work, and by lowering importance of SSI data as secondary to data presented in one’s AR), and reflect the high levels of achievement performed by a great number of our faculty (by creating a new merit rank below Meritorious and by eliminating the percentage restrictions from the past). The revision also serves to make the process more transparent and to increase the ease, consistency, and fairness of both preparing and evaluating ARs; it does so by requiring the development of a set of standards that will be individualized to best serve the unique nature of differing departments and campuses, yet universal enough to not create burdensome differences between department and campus standards. It is hoped this revision will be considered for a final vote at the October 2015 meetings.

III. Items Requiring Work in the 2014-2015 Session of the Senate

The adoption of revisions to FPP#503 at the October meetings will require the 2015-16 Senate to introduce specific policy changes. A new template of merit performance standards will need to be created, and the Activity Report policy and form will need to be rewritten, utilizing more advanced technologies. As well, policy detailing merit procedures for IAS will need to be revised, potentially to mirror many provisions of the faculty merit process. The FPSC should be prepared by fall to introduce revisions to the Grievance and Appeals policy, FPP#604, and amendments to constitutional language addressing both appeals and grievance. The outcomes of research on contract renewals for IAS in the UW Colleges may call for need changes to several policies. The FPSC will continue to search for additional policies requiring the inclusion of language to business day or next available business day. Finally. There is a question of need to add language to IPP#301.01, the Administration of the Student Survey of Instruction, to cover need to exempt mandatory assessments in the event a leave of absence has been taken mid-way through a course term.

I would like to thank our committee members for all the hard work they have done this semester. Your 2014-2015 FPSC members are Michael Winkler, Ron Gulotta, Lisa Schrebersdorf, Kathy Philippi-Immel, and Jessica Van Slooten.

Respectfully Submitted,

Ron Gulotta
Chair, FPSC
April 10th, 2015
Committee Membership: Dennis Carpenter, Jennifer Flatt (recused), Peter Gibeau (chair), Michael Jacobs (recused), Anthony Millevolte, Paul Sundheim, Paul Whitaker. Replacements for the recused members were Hillary Engelhart and Jeffrey Kleiman.

Activities: The committee handled one 5th-year non-renewal Appeal. We met via Lync on October 10, 2014, to discuss the case then took a vote on October 27. The committee voted in favor of the Appellant and recommended to the Chancellor that the department non-renewal decision be overturned. The Chancellor did not follow the committee’s recommendation.

Ongoing issues: Next year’s committee would like to clarify the different procedures for Appeals and for Grievances. This will involve the Senate Professional Standards Committee.

Respectfully Submitted by Peter Gibeau, chair.
ANNUAL REPORT Academic Year: 2014-2015

I. COMMITTEE OPERATIONS
The Committee did not meet other than to hold election of a Chair. Members meeting to vote on 10/10/2014, via Wisline.

Annie Weberpal
Matthew Warming
Karen Greenler
Michael Winkler (Winkler self-nominated for the Chair position).

Respectfully submitted,

Michael P. Winkler
Chair
April 20, 2014
The Senate Academic Staff Complaint and Grievance Committee (ASAGC) does not meet regularly during the year, but only when there is a complaint or grievance forwarded to it by an Academic Staff person. In 2014 we did not convene until a request for a hearing about a layoff was presented to us in late January, 2014. Since that time, and with advice from Pam Dollard on how to proceed with a layoff hearing, we have been attempting to bring forward the hearing and, in fact, had scheduled it for April 11, 2014 (a Friday). However, on April 8, we were contacted by the Office of General Counsel for the University of Wisconsin System informing us that, because of the legal complexity of layoffs, the General Counsel could provide our Committee with assistance from Legal Counsel if we would choose to accept that assistance. Neither I nor anyone on my committee had any idea nor were we ever given any information that such assistance was available to us, nor did the General Counsel’s Office understand why they were not contacted about this case until this last week before we had scheduled the hearing.

Therefore, we cancelled the hearing, realizing that we were not appropriately prepared, and with the help of someone from the General Counsel’s office, are working to establish a hearing date for some time in May. At that point, we will also have access to the documents from either side and to the witness list, things that we had not been allowed to access as we were preparing for our first hearing date.

It is clear to me that had we gone forward on the hearing date we first established, we would have been inadequately informed, supported, and prepared to the detriment of the plaintiff.

However, we then spent a great deal of time over the next few months working with our General Counsel lawyer to prepare ourselves for a hearing with the Academic Staff person and her lawyer, which included various witnesses. On June 06, after the hearing and extensive discussion among the committee members, we created a Joint Findings and Conclusion and Divided Conclusions and Recommendations that we submitted to Aaron Brower. Our group split half and half over overturning the plaintiff’s dismissal and accepting it.

We recommended that since there will probably be more layoffs coming up in the near future due to the colleges budgetary situation there needs to be more clear guidelines established for the University administration, the Council, and those who might be laid off in the future.

The guidelines developed by those opposing the layoff were the following –

1. Under Section 02 of ASPP 02, the University administration, either centrally or locally, needs to go through a process of identifying the reasons for and all alternatives, feasible or infeasible, to the proposed course of action for a layoff. The University should identify the reasons for and alternatives to a resulting program decision based on a specific program or budget need. Then, the University should identify reasons for and alternatives to the reduction of specific positions related to that program decision. The University
should also identify reasons for or alternatives to eliminating academic staff positions, as opposed to other types of positions, to address that program decision.

2. The University should identify reasons for and alternatives to a timeline for layoffs. The University should specify whether there is an almost immediate cut-off of funds. The University should specifically identify the proposed date for giving notice of layoffs and the dates on which any notice periods in Section 8.02 of the UW Colleges Constitution would be satisfied. The University should identify its reasons for any layoffs occurring before those notice periods end.

3. If the current occupant of one of the targeted positions is more senior than another similarly situated academic staff member, the University should then identify the actual requirements of the positions the University intends to retain. Generally, all those in the same title series and at the same campus, regardless of whether they are full-time or not, should be considered similarly situated for the purposes of a layoff under ASPP 802. Additionally, looking at those in a very similar title series is appropriate, the more related the duties are. Updated position descriptions for non-targeted positions are a good source for these criteria.

4. These criteria should be more than a listing of the skills possessed by those in the non-targeted positions. These criteria should be based on the actual requirements for the positions and should not include useful, but non-essential skills. These criteria should not be solely based on the perceived skill deficits of the holder of the targeted position. It seems unlikely that a more senior staff member in a title series would not meet any of the requirements for the non-targeted positions in that title series.

5. At this point, the University should present all of this information to the Council for its advice. The University should present to Council the identified reasons for and feasible or infeasible alternatives to its proposed course of action. Whenever presented with a layoff, the Council should ask for the University to show its work for every step of the process the University is required to go through. There is nothing in Section 02 of ASPP 802 that requires the Council to preapprove the layoff of specific individuals. Also, it seems that the Council will have a more meaningful opportunity to advise the administration about the proposed layoff if those who are potentially subject to the layoff have an opportunity to participate in such a meeting.

6. Only after it seeks the advice of the Council, should the University identify how those criteria apply to all similarly situated academic staff members. The University should also identify how these criteria apply or do not apply to all similarly situated academic staff members, including the holder of the targeted position, part-time academic staff members, and/or the individual who is ultimately laid off. The more objective the criteria for making layoff decisions are, the more that allowing individual academic staff members to address how those criteria apply to them can reduce anxiety before a layoff decision and/or the need for an appeal process afterwards.

Janet M. LaBrie
Chair of Senate Academic Staff Complaints and Grievance Committee
April 7, 2015
Committee members: Dave Carlson, UW-Rock County (Chair); Melissa Smiley, UW Colleges Online; Bob Woodle, UW-Fox Valley.

The committee conducted an election of four academic staff senators for 2015-2017.

The committee assisted the lead academic staff senator and the senate steering committee chair in the recruitment of individuals to serve by appointment on senate and academic staff committees.

The committee chair commented on proposed revisions and drafted additional revisions to bylaws of the academic staff council of senators.

Respectfully,

Dave Carlson
April 2, 2015
UW Colleges
Classified Staff Bylaws Committee
Annual Report
2014-2015

Members: Tracy Schwinn, Dawn Dodge and Christi Larson

Shared documents over email and communicated a few times through conference calls to amend the USC Interim Policy to align with the duties of the University Staff Council. All documents were brought forward to the University Staff Council for approval.

Respectfully submitted,
Tracy Schwinn, Chair
UW Colleges Senate Classified Staff Bylaws Committee
Communications Committee Members
Christi Larson (USC Rep-UW-Washington County)
Juli McGuire (USC Rep-UW-Fox Valley)
Roseann Stenstrup (USC Rep-UW-Marinette)
Kay Sbarbaro -2014 (USC Rep-Sheboygan)

The USC Communications Committee met this year to discuss contents of newsletters for distribution to University Staff, and to discuss the charge of the Communications Committee and future as an ad-hoc committee beginning August 2015.

Respectfully submitted,

Juli McGuire, Chair
MEMBERS:
Rose Brust – Chair (MTH)
Christi Larson – Secretary (WSH)
Juli McGuire – Vice Chair (FOX)
Dawn Messerschmidt – Member at Large (MSF)
David Prucha – Liaison to the Chancellor (UWC/UW-EXTENSION)

Meetings
Held a minimum of one week prior to Council meetings, the Executive Committee met four times in the past year to discuss and formalize Council agendas.

Items discussed included UPS updates, 2014 Chancellor Search, Chancellor’s Awards, the Executive Committee “TO DO” List, Policy updating and revision, Custodial Statement of Support, Climate Statement requested by Christine Curley, Campus Constitution changes, a possible Shared Governance Workshop for classified staff, classified staff pending layoffs and other discussions on general classified staff issues.

Decisions/Motions (not complete list):
1. Placed on agenda for future Council meetings: Chancellor Search, “Marking the Day” celebration, Senate Policy Document for Classified Staff, Shared Governance Workshop
2. Establish a timeline for the TO DO list.
3. Send Interim Policy/ByLaws to ByLaws committee for revision
4. Drafting of Statement of Support of Custodial Staff
5. Drafting of Climate Statement
6. One closed session meeting to discuss pending layoffs of classified staff with HR personnel

Respectfully submitted,
Rose Brust, Chair
UW Colleges Senate Classified Staff Executive Committee
Committee Members:

- Lynn Weber (Chair)
- Lorena Schwarz
- Curt Witte

Committee Activities:

- In November/2014, committee gathered nominations for University Staff Council members (2) for Manitowoc and Baraboo. April Pessig will be representing Manitowoc and Bradley Wilson will be representing Baraboo.
- In December/2014, committee gathered nominations for Senate representation. Roseann Stenstrup/Marinette and Kay Sbarbaro/Manitowoc were elected.
- In February/2015, committee gathered nominations for University Staff Council members (7) for Baraboo, Barron, Fond du Lac, Marathon, Marshfield, Washington and Waukesha campuses for the 2015-1017 term. The elected representatives are: Bradley Wilson/Baraboo, Jaci Sacco/Barron, Tracy Schwinn/Fond du Lac, Rose Brust/Marathon, Dawn Messerschmidt/Marshfield, Christi Larson/Washington and Jean Stapleton/Waukesha.
- In March/2015, committee gathered nominations for Senators (2). Bradley Wilson and Christi Larson won by ballot to represent the University Staff Council effective 8/15/15.
- Nena Beier/Baraboo volunteered for the Personnel Policy Committee. Lorena Schwarz volunteered for Nominations & Election Committee.
- Juli McGuire/Vice Chair will be moving to Chair in August/2015.

Respectfully submitted,
Lynn Weber, Chair
4/3/15
Committee Membership:
Roseann Stenstrup, MNT-Chair
Justeen Mallo-MTH
John Carter-RLN
Curt Witte-ONL
Nena Beier-BRB

Activities:

The committee [as the CS Layoff Policy Committee] met several times via Lync to discuss the UW Colleges Layoff Policy.

September 12, 2014 – Meet to elect a chair due to Phil’s resignation.
September 17, 2014 - Reviewed the UWS general policy.
January 21, 2015 - Added our suggested changes to our local policy.
March 2, 2015 – David Prucha, HR joined our meeting and made some suggestions.
April 8, 2015 – Met with David Prucha to finalize document to submit to the Chancellor.

Unfinished Business:
The committee will continue to meet to gain final approval from the Chancellor for the UW Colleges Layoff Policy.

Respectfully Submitted,

Roseann Stenstrup, Chair, Senate Classified Staff Personnel & Layoff Committees
MEMBERS:
Joyce Bell (WAK)
Rose Brust - Chair (MTH)
Justeen Mallo (MTH)
Char Schmidt (MTH)
One vacancy (formerly Lavender (BRB))

MEETINGS:
Met three times during the past year.

Shared documents over email to amend UWC Constitution to further integrate classified staff into the UW Colleges Shared Governance structure. All documents were then brought forward to the University Staff Council for approval.

Respectfully submitted,
Rose Brust, Chair
UW Colleges Senate Classified Staff Shared Governance Committee