



Department of Youth Development Meeting

Tuesday, May 12, 2009; 1:30-3:30 p.m.

All items with (*) have reports available at the department website

<http://www.uwex.edu/ces/4h/department/index.cfm>

Minutes

1. Call to Order
2. Certification of Wisconsin Public Meeting Law thru Mary Detra
3. Appointment of Parliamentarian – Viau
4. Recording Secretary – Jorgensen
5. Roll Call – Kinzel
 - a. Present: Andrews, Barker, Baum, Berger, Bjroklund, Brown, Calvert, Doperalski, de Montmollen, Durest, Fauerbach, Ginther, Grenawalt, Hitt, Jens, Jorgensen, Kinzel, Kraus, Kuelz, Laberee, Lobenstein, Matysik, Melberg, M. Miller, A. Mitchell, Moellendorf, Olson, Pardee, Pleskac, Potterton, Prissel, Retzleff, Schleif, H. Schmitz, Schoenike, Stuessel, Tarjeson, Talen, Viau, Wimme, Witzel

Additionally, the following individuals joined us: Greg Hutchins (Admin), Beth Johnson (academic staff), Donna Menart (Admin), Amber Rehberg (academic staff), and Penny Tank (academic staff),
6. * Approval of Minutes from 12-4-08 Motion Prissel, 2nd Moellendorf
7. * Department Papers Published – Brown and Kennedy
 - a. Two individuals that recently published papers are sharing what they went through for their process.
 - b. Brown: African Diaspora: Students of color in Milwaukee Public Schools were failing in record numbers. Brown noted that the students were not motivated, the teachers were not prepared, and the parents did not understand the scope of the problem and they did not know how to help their children. There was limited access to information to the students about Africa and African culture. There were only two schools that offered curriculum on African culture. Brown developed a program that would be something interesting and educational to the students. Goal of developing the program was global understanding and to gain insight into their own cultural perspective as well as to build leaders for the future. An advisory group was formed of individuals from the University of Wisconsin Milwaukee, school principals and other community members. Additionally, there needed to be buy-in from the teachers to incorporate these ideas. A variety of teaching techniques were used to expose the students to the different aspects of the African culture. The program was evaluated using pre/post assessments, interviews, and focus group methods.
 - c. Kennedy: Will report at the Fall meeting
8. Committee Reports
 - a. * Professional Development Advisory Council – Ginther
 - i. Offered Youth Emphasis Wisline training. A different approach was used in this year's Youth Emphasis Program. The programs were tailored to fit the needs of the educators. Overall, there was good attendance to the programs.
 - ii. SPA: Working on evaluations from the conference
 - iii. Wrap up meeting on May 26th. They are looking for topics for next year's Youth Emphasis Wislines

- b. University Committee – Prissel
 - i. University committee meets monthly and is also covered in the Faculty Senate Report
 - ii. The issue of domestic partners benefits was brought to the committee. It was recommended that the group weigh-in on this topic. There was not enough time to call a full senate meeting but there was a special committee meeting called to work on this issue. The governor's budget did come out to support domestic partnership benefits. In addition, the University Committee sent a letter that fully supports inclusion of domestic partnerships benefits for all faculty. Approval for this letter was passed on April 27, 2009 by the University Committee.
 - iii. Secretary of Faculty and Academic Staff: Brought forth concern over reworking of the position. If the position was eliminated it would take away many of the resources available to us as faculty.
 - 1. At the minimum they have reworked the position to be a .5 FTE position. The University Committee worked to keep this position as a separate position and not to eliminate or incorporate this position.
- c. * Faculty Senate – Barker, Mehlberg, Forsythe
 - i. Please see report as posted
- d. Standards, Rank & Promotion Committee – Berger
 - i. Report is posted.
 - ii. de Montmollen, Brown, Wimme, and Calvert were sent on for review by FTAC
 - iii. Six mini portfolios were reviewed
 - iv. Committee members must be able to access the document in a fair, professional, and unbiased way. If they are unable to review a document in this way, they will be able to write a letter to the chair to recuse themselves from reviewing a particular document
 - v. Sponsored a tenure orientation workshop and it received excellent reviews.
- e. Faculty Tenure Advisory Committee – Miller, Creighton
 - i. Meets three times per year to review documents.
 - ii. A letter was just sent to departments with the following comments:
 - 1. portfolios were of high quality and there were improvement,
 - 2. Suggestions to dept and candidates: free of spelling and grammatical errors. Exhibits that are coming through that are repetitive and the exhibits cleaned up a little more, in general some of the materials are being adapted but not being cited who or what they are being adapted for.
- f. Tenured Faculty Review – Retzleff
 - i. Encourage everyone who is tenured to check the list and make sure of the year of their review
 - ii. On the dept website under committees
- g. * Committee of Professors – Matysik
 - i. Report posted
 - ii. Last met in Feb and reviewed to candidates. Barker and Ginther had their portfolios sent forward to the Dean for review.
 - iii. Develop a message for external stakeholders about the Dept.
 - iv. Meeting again in Sept: Electronic portfolio submission, issues with seminar requirements
 - v. Reminder: If there are individuals that intend to submit for promotion a letter needs to be sent to Matyisk by July 1
- h. * Research and Publications – Calvert
 - i. Report posted
 - ii. Published three papers in 2008-2009: Brown, Kennedy, and Prissel

Motion Pleskac, 2nd Schleif, Committee Reports on File

- 9. * Update by Chair – Retzleff
 - a. Report posted: Please see report for further information.
 - b. Strategic planning moving forward

- c. An e-mail from Dean Klemme was sent out regarding performance increases. Please see that letter for further information
 - d. Electronic Submission of documents: At this point, most departments are not ready to move forward with electronic portfolio submission process.
 - e. Encourage probationary staff to attend the tenure orientation
 - f. A discussion is beginning to see what role emeritus staff can play in the department
10. * Election Results – Kennedy and Matysik
- a. See posted report
 - b. There was a tie in one of the campaigns, and looking at the minutes of guidelines there was no way to move forward with the tie. Ray Schultz was contacted and it was decided that a coin would be flipped in the event of a tie for situations of this nature when dealing with department elections.
11. Recommendation to form a seven person Professor Promotions Committee, a subcommittee of the Committee of Professors – Matysik
- a. The committee of professors recommends the formation a seven person Professor Promotions Committee, a subcommittee of the Committee of Professors
 - b. There is a bylaw change to have a seven person subcommittee to review the professor promotion documents
 - c. Motion: To have a seven person subcommittee from the Committee of Professors to review professor promotion documents. Motion Prissel, 2nd Pleskac
12. * Recommendations for Appendix F Publications Policy Provisions – Calvert
- a. See posted report
 - b. Recommended changes: the goals of making the changes were to clarify the types of papers and the issues of content and focus. Length requirements of papers, more consistent process, clarify the publication format
 - c. Motion to approve the changes as stated in the posted report along with the changes to WAE4-HYDP Entre Nous and News and Views to Appendix F Publication Policy Provisions. Motion: de Montmollen, 2nd Bjorklund
13. * External Stakeholder’s Message – Duerst
- a. See posted report
 - b. How would you use this message? The intent is to have something to use for someone who has a need for example, brochure, report, or any kind of use a faculty member might have that they can just cut and paste this information as needed. It is to use for whatever people need to use it for.
 - c. Why the last paragraph regarding performance reviews: They wanted to make sure that people understand that we have this ongoing process that we need to go through. That we are accountable and held to certain standards. We have reviews and a process that we go through and we don’t just float through the system. There is also the issue of public trust and how we are seen.
 - d. Motion to accept the external stakeholder message that was part of a strategic plan. Motion Wimmee, 2nd Flauerbach
14. * Planning & Reporting – Duerst and Fauerbach
- a. Please see committee report
 - b. Proposed changes to Appendix I
 - i. Please see the changes as posted

- ii. The program area still may have specific requirements and guidelines
- iii. If anyone has further comments please forward them to Durst or Fauerbach

15. Winter Department Meeting

- a. To be held in conjunction with the Day of Learning. Similar to what was held last year.

16. Faculty Concerns

17. Roll Call Double Check

18. Adjourn: Motion by Ginther, 2nd Talen