University of Wisconsin-Extension Faculty Senate  
Report to the Department of Youth Development, November 2013

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Description
Within UW-Extension there are approximately 290 faculty distributed among six academic departments. Faculty elect a 22 member Faculty Senate that meets quarterly. Seven members of the Senate serve on the University Committee, which meets monthly with the Chancellor and Provost. The University Committee serves as the Senate’s executive committee. The basic mission of the Faculty Senate is to provide input into the policies and procedures that affect UW-Extension faculty. Shared governance dictates that the Senate not be the chief decision making body of the institution. Rather, the body works with the institution’s Chancellor and other administrators to address issues that have the potential to impact faculty.

Initiatives
- **Policies on Reappointment and Lateral Transfer of Tenured Faculty:** The Faculty Senate worked with the UW-Extension, Cooperative Extension Dean’s office to revise documents meant to guide the institution when it is necessary to implement provisions of the Unclassified Personnel Guidelines (UPG) #7 policy. The policy broadly describes how administration should work with tenured faculty when it becomes necessary to reappoint them. The administrative guidelines documents now do a much better job of clarifying the roles of all (e.g. Associate Dean, Regional Directors, Department Heads, etc.), including the affected faculty member, involved in the reassignment process.

- **Tenure and Scholarship Forums:** Annually, the Faculty Senate plans and implements two forums on scholarship. The purpose of the spring forum (Faculty Tenure Orientation) is to help guide non-tenured faculty through the tenure process. During the forum, non-tenured faculty learn more about how to communicate their scholarly work in effective ways. They receive advice and counseling from department Standard, Rank and Promotions Committee members, faculty members, the Provost, and Vice Chancellor.

In late summer, the Senate organizes and hosts a day-long meeting for Standards, Rank, and Promotion Committee and Faculty Tenure Advisory Committee members (SRP/FTAC Scholarship Forum). During this session, members of these groups discuss the various meanings of scholarship and how scholarly work should be shared by Extension faculty throughout the university system and beyond. Best practices in the tenure promotion process are identified and discussed.
• **Performance Reviews:** The Faculty Senate has assigned a committee to gather information on how performance reviews should best be conducted. The committee will make recommendations on institutional performance review processes. The committee is coordinating its efforts with administration keeping in mind the faculty’s primary responsibility for faculty personnel matters under Wisconsin statutes Chapter 36.09(4).

• **Administrative Position Hiring:** On a regular basis, Faculty Senators and those who sit on Extension’s Academic Staff Council (ASC) are instrumental in locating replacements for high level positions in Extension administration. In recent months, Senators and ASC members have been involved in the hiring of the Vice Chancellor for External Relations, the Director of the Division of Entrepreneurship and Economic Development, the Director of the Office of Equity, Diversity and Inclusion, and the Chief Information Officer. Over the past several years, faculty governance representatives have been part of or taken the lead in hiring processes for chancellors, deans, and the director of Extension’s Leadership Wisconsin program. Currently, a member of the ASC sits on the search and screen committee for the President of the University of Wisconsin System.

• **Resolution on the Importance of Maintaining Faculty Positions:** Passed in late 2011, and endorsed by Extension administration this resolution reiterates the faculty’s responsibility to help the Chancellor, Provost, and Deans as they create staffing models that maintain the effectiveness and the high standard of scholarship within the University of Wisconsin-Extension. It also recognizes that significant losses in faculty positions “reduce the long-term institutional memory and stability of [the institution] and will threaten the ability of bodies such as the Faculty Senate to be effective and integral parts of the university governance system.”

• **UW-Extension Strategic Plan:** At the request of Chancellor Ray Cross, the Faculty Senate and Extension’s Academic Staff Council provided feedback on the newly developed UW-Extension institutional strategic plan. Senate members emphasized the importance of including faculty in plan implementation processes and discussed which plan initiatives will improve how faculty governance interacts with the Chancellor’s office and other UW-Extension administrators.

• **Administrative Policy 1001: Policy Development and Review:** The Faculty Senate was recently asked by Chancellor Ray Cross to review a new policy coming from his office establishing procedures for institutional policy development and review. The policy will require both the UW-Extension and UW-Colleges to utilize a standardized and centralized process to initiate, develop, approve, review, implement, and disseminate institutional policies.” Such a system has never existed within Extension and would, as the Chancellor stated, create a warehouse of policy documents that could be easily located in one place (website). Seeing the obvious benefits to faculty, the Senate unanimously endorsed the policy.