

Approved 08/13/2008

University Committee
UW-Extension
432 N. Lake St., Room 523
Madison, WI 53703
July 8, 2008
1:00 – 4:00pm

COMMITTEE MEMBERS PRESENT: Interim Provost / Vice Chancellor Robin Shepard, Ray Schultz, Vice-Chair Chris Kniep, Greg Blonde, Kathleen Haas and Chuck Prissel.

COMMITTEE MEMBERS EXCUSED: Chair David Nack and Dave Hart.

- I. CALL TO ORDER/CERTIFICATION OF OPEN MEETING NOTICE COMPLIANCE: Chris Kniep called the meeting to order. Greg joined the meeting via teleconference.
- II. INTRODUCTION OF NEW MEMBERS: Chris Kniep introduced Chuck Prissel of Polk County and Kathleen Haas of Columbia County.
- III. APPROVAL OF MINUTES: Approval was postponed until the August meeting due to lack of members who were present at the June meeting.
- IV. DISCUSSION OF ROLE AND RESPONSIBILITIES OF UNIVERSITY COMMITTEE MEMBERS: Ray Schultz presented. Faculty rights and responsibilities are part of Chapter 36 of the Wisconsin state statutes. Ray offered a Faculty Governance Orientation Handbook. They reviewed it together. This is a decision making body. Chuck asked why the other divisions are not recognized on this committee. They do not have faculty. Those divisions are represented in other groups. Ray suggested new members contact predecessors on this committee for background and best practices.
- V. PROVOST / VICE CHANCELLOR REPORT: Robin Shepard presented. Announcement has been made of Program Innovation Fund awards. A memo listing the grant winners was distributed. Deadline for the Division of Entrepreneurship and Economic Development Executive Director applications is Friday, July 18th. When the recruitment is complete, Gayle Kugler will be Director of the Small Business Development Center. DOA has released the university's number for the budget repair bill and it is a \$25 million lapse. The Chancellors and CFOs are working to determine where that money will come from.
- VI. CHAIR'S REPORT: Chris Kniep gave the report. Two positions are open on the Faculty Hearing Committee. Chuck Prissel moved to accept the nominations of Jenny Wehmeier and Jennifer Caravella to serve a three-year term. Kathleen Haas seconds the motion. No discussion requested, the motion carried. Greg Blonde asked if there was a change in the pay plan. Dan Malacara sent word that there would be a change in the originally set number of a 3% pay increase for July of '09. That may apply to the Division of Cooperative Extension. ACTION: Robin offered, if there is a reason, we will have Dan Malacara speak to this group about that. Discussion followed about rising costs of travel etc and if there should be monthly face-to-face meetings or teleconference meetings. Consensus is – if you cannot attend a meeting, teleconference is acceptable. Question: Can you send a surrogate? Yes, rules allow for that, but you must send a note prior to the meeting.
- VII. SUMMARY OF ACTIONS AND ACTIVITIES FROM 2007-2008 UC/FS AND '08-'09 MEETING SCHEDULE: Ray Schultz provided a handout of work done by the committee this past year and reviewed it with the group. It was suggested this document and the '07-'08 summary be listed on the website. ACTION: Ray will post both on the website.
- VIII. DISCUSSIONS:

- UWS Faculty Representatives Council – Select a Representative: This group meets 8 times a year in Van Hise and its members come from each faculty governance group. It is a non-governance body, information sharing, but one the Board of Regents speaks to most often. Renee Mehlberg has volunteered to serve on this Council. After discussion Greg Blonde moved, Renee be nominated to serve. Chuck Prissel seconds the motion. Vote taken. Chris Kniep opposed. Ayes carried and Renee elected.
- Article 4 Implementation Committee – Ray Schultz: this will remain on the agenda until something more definitive has happened in order to keep you aware until we have something to report.
- Faculty Communications Opportunities: Tenure Communications Forum: August 12th, '08 and Faculty Tenure Orientation Workshop: August 26, '08: Tenure Communications Forum will be facilitated by Tom Evans, held at the Holiday Inn in Stevens Point and be a discussion based on a series of questions. The Faculty Tenure Orientation Workshop will be factually based and have a curriculum. Presenters are needed for the Aug. 26th workshop. *ACTION**** Those here today should send out a letter to each department head and SRP chairs and let Ray know who the two - four presenters will be. *ACTION**** Greg Blonde requested a meeting prior to the Aug. 26th workshop for planning and preparation. Ray will set this meeting date and facilitate the meeting. Discussion of sustainability for this workshop in the future. Will revisit that piece later. Good to complete this workshop first. *ACTION* *** Ray will send out the power point used in past workshops to Committee members. The Committee members will forward the power point and any other materials to the presenters.

- IX APPOINT A UNIVERSITY COMMITTEE MEMBER TO THE SYSTEMWIDE EXTENSION COMMITTEE: This item is table for a future meeting when the entire Committee is present.
- X PROACTIVE DISCUSSION OF INSTITUTIONAL ISSUES AND OPPORTUNITIES APPROPRIATE FOR FACULTY GOVERNANCE (COMMITTEE): Corrections made to this statement: Academic “Faculty” rather than “staff” and “Committee” rather than “Council.”
- XI ADJOURN: Greg moved to adjourn. Chuck seconds the motion. Meeting adjourned at 4:06pm.