

University Committee Meeting Minutes
Tuesday, August 5, 2014
1-4pm
Pyle Center, Madison

Present: Art Lersch, Don Taylor, Marty Havlovic, Craig Saxe, Dan Hill, Barb Barker, Jeff Hoffman, Kathleen Eisenmann, Greg Hutchins, John Shutske, Judy Ballweg

1. Call to Order / Certification of Open Meeting Notice Compliance – Craig Saxe, Chair
2. Approval of July 8 meeting minutes
 - Minutes approved
3. Educational Communications Academic Department – David Schejbal, Dean, CEO-EL
 - David provided background on the two academic departments within CEO-EL – Labor Education and Educational Communications – and the plan to rebuild the Educational Communications faculty focusing on entrepreneurship (revenue generating) and scholarly work.
 - To move this plan forward, a temporary executive committee needs to be created. David is asking the University Committee for their approval.

A motion from Barb Barker to appoint a temporary executive committee, until completion, to support the Educational Communications Academic Department (as described in Article 3.03(2)), seconded by Kathy Eisenmann. Voice vote, motion carried.

- David will contact the Faculty Tenure Advisory Committee for advice on next steps. Revisit this topic at future meetings.
4. Interim Provost Update – John Shutske
 - Budget
Conversations continue around the budget process as we await its presentation at the August 21/22 Board of Regents meeting. Priority initiatives include urban education/programming, business growth initiative, urban gardening along with more opportunities for entrepreneurship.
 - Dialogue on the Role of Faculty Governance
To gain better clarity of Article 2.04 of Faculty Governance, John led a dialogue around the purpose of agenda items – information or action.
 5. Reimagining UW-Extension – Greg Hutchins, Associate Vice Chancellor
 - Greg distributed and discussed a handout, “Extension Reimagined”. This project is designed to engage diverse stakeholders and the general public in discussions about the future scope and direction of Extension. The Steering Committee membership can be found on this handout. Focus group activities are being held with the Board of Visitors (August 20), Classified Staff Council (September 2), Academic Staff Council (September 9). Greg is asking to schedule a time to meet with the University Committee. All agreed to adjust the start time of the University Committee meeting scheduled for October 7 and include this focus group activity. The academic department chairs will also be invited to participate. **Note the new time:** October 7, 11:30am (lunch included)-4pm.

6. Ethics Committee – Craig Saxe
 - As referenced in Chapter 8: Code of Ethics, this is confidential advisory to faculty, staff and administration. They meet on an “as needed” basis. Representation and terms from the University Committee: Jeff Hoffman (2014-2017) and Craig Saxe (2014-2016).

7. Chair Report – Craig Saxe
 - Faculty Senate Orientation Planning (Sept. 9): planning team – Art Lersch, Craig Saxe, Mary Pardee, Kathy Metzenbauer
Craig updated the Committee on progress to date. He wants to emphasize the importance of Senators’ involvement in work groups and committees. Craig will work on scheduling a planning team WisLine to finalize the agenda.
 - Brainstorm UC/FS Primary Goals for 2014-2015
Craig distributed and discussed a handout of Primary Goals. It was suggested we edit the third bullet to read – Upgrade of the Faculty Annual Review Process and Criteria. It was also suggested we add three goals – (1) Achieving Consensus on Awarding Merit (under UPG 12); (2) Develop a Transparent and Objective System for Faculty to be Selected for “add-on” Positions (expectations/competency, open opportunity to apply, consistent stipend); (3) Compare Departmental policies regarding mentoring and orientation of new colleagues

8. UW Colleges and UW-Ext Chancellor Search and Screen – Art Lersch
 - Website – www.uwex.uwc.edu/chancellorsearch
 - Listening session themes can be found on the website.
 - Recruitment deadline is August 15.
 - Mid-September: Semi-finalists will meet with committee
 - Mid-October: Finalists will meet with members of UWC and UW-Ext university communities in and around Madison, including governance groups.
 - Interview questions are being developed.

9. Faculty Annual Review Committee Update – Kathy Eisenmann

A work group, being facilitated by Dan Hill, has been named to develop a set of recommendations related to self-initiated faculty annual reviews. The work group is made up of three members from each of the four county-based academic departments in Cooperative Extension. Two subcommittees have been formed – (1) to work on the tool and (2) to work on the process. Once completed, the final product will be proposed to CEAC for discussion/approval. Once approved, communication and orientation will be needed.

10. University Committee reports:
 - Systemwide Extension Council – Kathy Eisenmann
--Next meeting is September 3.
 - UW System Faculty Rep – Craig Saxe
--No report
 - Academic Department Chairs Liaison – Marty Havlovic
--Next meeting is in September.
 - CEAC Liaison – Marty Havlovic
--An internal assessment is underway to determine how this committee might work best into the future.
 - Statewide Resource Management Team – Art Lersch
--Met on August 1 to discuss the compensation plan (repercussions and strategies)
--Next meeting is August 29
--Art will continue in this role.
 - Academic Leadership Standing Committee – Art Lersch
--This group meets quarterly and the next meeting is September 29. Art is asking to step down. Craig Saxe has agreed to represent University Committee and report back.

11. Engaging Faculty Senators in their Work –

- Academic Department SRP/FTAC Scholarship Forum
Event date: Wednesday, August 20
Planning Team: Craig Saxe, Donna Duerst, Art Lersch, Karen Dickrell, Mary Pardee
Participants: 35
--Craig Saxe will work with Patrick Nehring on the process (fact or fiction).
--John Shutske will be joining us and providing the opening remarks.
- Faculty Tenure Orientation Workshop
Event Date:
Planning Team: Don Taylor
--Don Taylor has offered to be part of this planning team. We will revisit this topic and recruit more planning team members at the September Faculty Senate meeting.

12. Identification of Future Meeting Topics

- “Job Sharing” in Coop Ext – Yvonne Horton,
- Temporary Assignment of Duties (TAD) - Sharon Klawitter, Dave Williams – October?
- Classified Staff Workplace Climate Survey Recommendations – Dan Wanish (Sept?)
- EAP/Life Matters (FS mtg in Sept?)
- Huron Education’s HR Report – Steve Wildeck (FS mtg in Sept?)

~minutes submitted by Judy Ballweg~