Faculty Senate Meeting Minutes  
Tuesday, December 2, 2014  
Pyle Center, Madison

Present:
Craig Saxe, John Shutske, Dan Hill, Marty Havlovic, Steve Huntzicker, Shelley Tidemann, Tedi Winnett, Amy Greil, Greg Hutchins, Kathy Eisenmann, Connie Creighton, Barb Barker, Patrick Nehring, Karen Nelson, Armando Ibarra, Don Taylor, Kristin Krokowski, Kathy Metzenbauer, Rick Klemme, Daniel Malacara, Sharon Klawitter, Dave Williams, Judy Ballweg

Via Phone:
Jeff Hoffman, Art Lersch, Greg Wise, Dawn VanderVoort, Larry Jones

Called meeting to order at 11:02am and certified open meetings requirement – Craig Saxe

Approval of September meeting minutes
• minutes approved

Coop Ext Supplemental Compensation Plan – Daniel Malacara and Rick Klemme
• Daniel provided background on the hiring of QTI Consultant Group and the equity exercise. It was suggested that (1) re-evaluate the success of the equity exercise, (2) provide clear communication on the topic of salaries, merit and retention, (3) the faculty annual performance review system needs to support colleagues and merit, and (4) explore merit/compensation self-funding process.
• An audio archive of a previous conversation with Dean Rick Klemme has been posted to the website -- http://www.uwex.edu/secretary/faculty-senate.html

Governance Group Meetings and Videoconferencing – Greg Hutchins
• Consider ways to incorporate videoconferencing into our work/meetings. Approximately 12 counties have equipment to incorporate videoconferencing into their work ... PC, webcam, mini tower. An additional 15 counties are scheduled for the installation of equipment. Monthly governance groups agenda planning meetings are shifting to the use of videoconferencing vs WisLine. Revisit topic at March joint meeting.

Reimagining UW-Ext Update – Greg Hutchins
• The team is framing the data/concerns/input. Public presentations/deliberations are being planned for January-April, 2015.
• "Facilitating Public Deliberations" training is scheduled for January 8-9, 2015, Madison. Interested? Contact Judy Ballweg (judy.ballweg@uwex.edu). Participants are being asked to facilitate at least one forum.
• If you would like to host a Reimagining UW-Extension forum, (8-15 people, 90-min), please contact Judy Ballweg (judy.ballweg@uwex.edu)
• As UW-Ext enters a new era with a new chancellor, the Reimagining UW-Ext forums will offer constituents an important opportunity to add their voices to the evolving conversation about what UW-Ext should be in the next decade.
• It was suggested that the Issue Guide be shared when available and that we revisit this topic in March.
Interim Chancellor Dialogue — Aaron Brower

- Aaron expressed his appreciation to serve as Interim Chancellor to this great institution. He will be returning to his previous role as Interim Provost, effective December 12. Aaron thanked John Shutske for his great leadership as Interim Provost. John will be returning to his previous joint appointment, associate dean for extension and outreach in UW-Madison College of Agricultural and Life Sciences (CALS) and as the Agricultural and Natural Resources Extension program director within UW-Ext Cooperative Extension, effective December 12.

- Cathy Sandeen, incoming UWC/UW-Ext Chancellor, will begin her new role effective December 12. It will be important to take advantage of opportunities to provide good orientation to the institution, division and campus operations. Please provide Cathy a warm welcome!

- UW Flexible Option has approximately 300 enrolled. There continues to be new discoveries and challenges each day. Three students are close to completing their degree work and graduating.

- Budget: It’s unclear how the budget deficit will impact the UW System. Administration continues to work closely with the Governor's Office as the state budget becomes final.

- UW-Extension needs to continue being thoughtful and purposeful in identifying ways to contribute to conversations that help counties assess needs and be strong in multiple areas such as business, finance, life science, agriculture, tourism, manufacturing, etc. Revisit this topic in March.

Temporary Assignments of Duties (TAD) — Sharon Klawitter, Dave Williams

- Sharon distributed and discussed the Operational Guidelines and discussed recruitment strategies. There are a number of special/add-on initiatives that support the use of TAD. Current and future Temporary Assignments of Duties are discussed with Academic Department Chairs during their monthly WisLine.

Preparing for Dialogue/Orientation with Chancellor Cathy Sandeen — topics include:

- understanding UW-Extension Institution
- understanding faculty governance and its role
- understanding the 60/40 hiring practice
- exchanging of ideas and big thinking

Interim Provost Dialogue — John Shutske

- Budget Modeling (to achieve desirable salaries) — salary/compensation modeling spreadsheet was shared and possible scenarios discussed. John emphasizes that state money alone will not be enough. We need to think collectively about the future. Future thinking will need to include revenue generating/grant writing to be self-supporting. Please see November 5 and November 17 email message from John Shutske (via Judy Ballweg) which contains the mentioned spreadsheet. Continue to revisit this topic at future governance group meetings.

- Last thoughts as Interim Provost ... (1) UW-Ext faculty senate is a role model in taking seriously their role within the institution, (2) great progress has been made in a short period of time, (3) when appropriate suggest potential shared solutions, (4) during challenging time ... listening is important.

Merit Recommendations Process — all

- The University Committee has an interest in creating a Merit Recommendations Process subcommittee working closely with the finalized faculty annual performance review
Motion from Kristin Krokowski to postpone creating a subcommittee until faculty annual performance review tool has been developed, seconded by Shelley Tidemann. Voice vote, motioned carried.

Faculty Annual Review Subcommittee Report and Discussion – Kathy Eisenmann
- The document will be reviewed at the next Academic Department Chairs meeting, December 17, in an effort to get all academic departments in alignment. Faculty Governance Unit (FGU) chairs will play an important role in the annual review process.

University Committee Chair Report – Craig Saxe
- Craig reviewed UC and FS primary goals and was please to report accomplishing outlined goals as we move forward.

Engaging Faculty Senators in their work – all
- Faculty Tenure Orientation Workshop
  Date/Location: Wednesday, April 22, 2015 / Jefferson Street Inn-Wausau
  Planning Team: Don Taylor (chair), Mary Pardee, Tedi Winnett, Kristin Krokowski, Amy Greil

- SRP/FTAC Scholarship Forum
  Date/Location: TBD
  Planning Team: Craig Saxe, Patrick Nehring, Barb Barker, Connie Creighton, Dawn VandeVoort, Shelley Tidemann

Update from Recording Results Education Team – Larry Jones
- Larry provided background on the work of the Team and the development of the Tool. The redesigned tool provides for one system that improves the ability to capture partnerships and improves the ability of colleagues to share scholarly products.
- It was suggested that academic department chairs be given an opportunity to provide input into any future design/changes to the Tool. All colleagues are welcome to share comments/feedback through the online link found within the Tool.

University Committee Reports
Systemwide Extension Council – Kathy Eisenmann
- Next meeting is December 3.

Academic Leadership Standing Committee – Craig Saxe
- Next meeting is December 22

UW System Faculty Reps Update – Craig Saxe
- Next meeting is December 12.

Academic Department Chairs Update – Marty Havlovic
- Next meeting is December 17, in Madison. Scheduled topics include faculty annual performance review tool and JCEP (Joint Council of Extension Professionals) scheduled for April 28-29, Radisson Paper Valley Hotel.

Coop Ext Administration Committee (CEAC) Liaison Update – Marty Havlovic
- Next meeting is December 16. Discussion to include appointing a subgroup to work on an orientation for Chancellor Cathy Sandeen.
Statewide Resource Management Team – Art Lersch
- Recent discussion included Temporary Assignment of Duties (TADs), human resources structural change, all-Coop Ext colleague conference in November 2015, how to better "telling our story", and the faculty annual performance review process/tool.

UWC/UWEX Administrative Council – Don Taylor
- A monthly administration meeting, with WisLine option. Recent topics included human resources director search and the enrollment (exceeded capacity) of multicultural awareness program (MAP) training of trainers.

Research and Misconduct Policy – Jordon Ott and Mark Dorn
- A motion from Armando Ibarro to approve the revised Research and Misconduct Policy as presented today, seconded by Barb Barker. Voice vote, motion carried.
- Academic Staff Council and Classified Staff Council are scheduled to approve this document later in December.

Identification of Future UC and FS Meeting Topics
- Human Resources Structural Changes – Steve Wildeck
- UPG #17 Guidelines for UW-Ext Search and Screen Committees – Dan Hill
- Outside Activities Report and University Committee subcommittee (Craig Saxe, Marty Havlovic, John Shutske)

Meeting Adjourned at 3:10pm

~minutes submitted by Judy Ballweg~