

DRAFT – not yet approved

**Faculty Senate Meeting Minutes
Tuesday, December 6, 2016
11am-4pm
Pyle Center, Madison**

Present:

Lillian Paine, Pat Malone, Will Cronin, Jay Zambito, Kristin Krokowski, Craig Saxe, Barb Barker, Connie Creighton, John Stone, Suresh Chalasani, Kim Kostka, Kathy Metzenbauer, Chris Kniep, Bev Doll, Jamie Patton, Alexia Kulwicz, David Nack, Marie Wietzel, Lori Laberee, Andrea Cool, Jerry Braatz, Jeff Hoffman, Cathy Sandeen, Aaron Brower, Heidi Zoerb, Karl Martin, Judy Ballweg

Via Phone: Trisha Wagner, Mike Ballweg

Guests: Item #6 – John Stone, Kim Kostka, Suresh Chalasani

Called meeting to order at 11:40am and certified open meetings requirement – Barb Barker, Chair

Approval of September meeting minutes

- minutes approved

Dialogue with Chancellor Cathy Sandeen and Provost Aaron Brower

- Post Tenure Review Policy (UPG#12) Next Steps – The Board of Regents want to add an administrative review component to the Post Tenure Faculty Review (PTFR). Current guidelines say PTFR committee may get administrative input not shall.

The review shall be initiated by the academic department chair/designee and/or a departmental review committee which:

- *may solicit input from the appropriate administrators, county partners, students/clients, and other partner agencies, as appropriate;*
- *may seek input from the faculty member's peers, and the faculty member; and*
- *shall summarize the review and transmit a summary report to the faculty member, the department chair, dean and provost. The dean and provost each may provide a written response to the summary report.*

Chancellor Sandeen is supportive of keeping it like it is and not supporting Regent's recommendation. UPG 12 is on the Board of Regents agenda next meeting. Provost Bower is in favor of us changing UPG 12 (3) *Responsibilities* from may solicit input to shall seek input. Seeking input is different from what the Regents want which is "...shall include an independent, substantive review by a dean, the provost or the chancellor, or a designee, with the appropriate administrator making the final assignment of the category reflecting the overall results of the review."

Dialogue with Provost Aaron Brower

- A Compensation Philosophy and Principles document was presented by Provost Brower. It's not a policy so doesn't need approval but Provost Brower would like FS endorsement. Provost Brower speculated that UW-Extension's future might be self-funded. He posed the questions, "How will funding occur over time and what are the gaps?"

- Other: There was a brief update on how the election might influence UW-Extension and how rural Wisconsin might be effected. Is there a role for UW-Extension not only in broadband but in supporting rural areas with other arising issues?

Dialogue with Dean Karl Martin, Coop Ext

- nEXT Generation Progress Report – Surveys are being tallied and the first 9 work groups assessments are done. Many of the work teams are highlighting the same issues. What are the assumptions going to be up front? The Integrated Work Group (IWG) is developing assumptions and should be done in the next 2 weeks.
- Discussion UW System Funds for Salary Base Building -- UW System has funds that will increase salary base (not one-time funds). The Dean's Office is working on a process to allocate funds. The thought is eligible employees will be anyone not on a PIP, untenured and tenured. Tenured faculty should have merit recommendations on PTFR. Another part of this could be to tie to annual reviews. This is a work in progress. UW System is also asking for a 2% salary increase for the next two biennium with merit as part of this 2%. The proposal is going to Board of Regents for approval.
- Other – Civil Rights Audit will be held April 10-14. Two to five counties will be selected by Department of Ag to audit.

Update: UW-Extension Continuing and Professional Studies Department and Flex Option Degree Program – Jerry Braatz, John Stone, Kim Kostka, Suresh Chalasani

- This group is working on getting accreditation for the UWEX: BSBA degree. FS received a presentation of the Flexible Option Academic Policies Document which can be found on the Flexible Option Website – <http://flex.wisconsin.edu> Every Institution needs a plan for curriculum review and a plan for faculty engagement and review. Because this is a UW-Extension degree, both the University Committee and Faculty Senate are part of the review and approval bodies. The PowerPoint presentation will be shared with Faculty Senate members.

Discussion: UPG#12 – UW-Ext Post Tenure Faculty Review and Development Policy – Barb Barker and Alexia Kulwicz

- The University Committee reviewed this document in September and then again in October and November. UW System reps discussed including language regarding administrative review.

Motion by Jerry Braatz that the administrative review component language consist of:

The review shall be initiated by the academic department chair/designee and/or a departmental review committee which:

- *may solicit input from the appropriate administrators, county partners, students/clients, and other partner agencies, as appropriate;*
- *may seek input from the faculty member's peers, and the faculty member; and*
- *shall summarize the review and transmit a summary report to the faculty member, the department chair, dean and provost. The dean and provost each may provide a written response to the summary report.*

seconded by Kathy Metzenbauer. Motion carried.

Update: Resolution Presented to Rick Klemme – Barb Barker

- The Resolution of Appreciation for Rick Klemme, Dean and Director, Coop Ext, was prepared by the University Committee. It was then presented to Dean Klemme at the October Cooperative Extension Administration Committee (CEAC) meeting.

Update: Chapter 5 – Faculty Layoffs and UPG#7 – Lateral Transfers and/or Retraining of Tenured Faculty – Alexia Kulwicz

- There is no deadline on when these changes need to be reviewed/approved. Andrea has forwarded all documents to UW System Legal (earlier submission to UW System seemed to have not been received). Anne Bilder, UW System Legal, will work with Andrea to get these documents on a Board of Regents timeline. Revisit this topic at the January UC meeting.

Update: Requested Change to Chapter 3.21 – Committee to Conduct Annual Faculty Reviews

- Jeff Hoffman talked us through the edits. UW System Legal review/approval is needed prior to Board of Regents approval. Andrea will forward these documents to UW System Legal. There was a lengthy discussion about the role of the Faculty Governance Unit (FGU) Chair. Revisit this topic at the January UC meeting.

Discussion: 2017 UW-Extension Faculty Tenure Orientation Planning Team

Planning Team: Kristin Krokowski (convener), Pat Malone, Chris Kniep
When: April/May
Location: TBD

Discussion: 2017 UW-Extension SRP/FTAC Scholarship Forum

Planning Team: Connie Creighton (convener), Paul Roback, Bev Doll (?)
When: August
Location: TBD

Review and Approve Revised: UW-Ext Faculty Merit-Based Pay Plan Distribution Policy – Barb Barker

- Barb presented the Faculty Senate with an edited version of the Merit-Based Pay Plan on page 2 and 3.

Motion by Connie Creighton to accept the edits to the UW-Ext Faculty Merit-Based Pay Plan Distribution Document as presented today, seconded by Jerry Braatz. Motion carried.

Review/Endorse: UW-Ext Compensation Philosophy and Principles Document – Jay Zambito

- All governance groups/job categories are represented within this document. This is not a policy document. This is a philosophy. Jay walked us through the document. Provost Brower is asking each governance group to endorse this document. The University Staff Council and the Academic Staff Council each will endorse the document with a statement/cover letter emphasizing certain points.

Motion by Kristin Krokowski to endorse the UW-Ext Compensation Philosophy and Principles Document as presented today, seconded by Pat Malone. Motion carried.

However, a faculty senate member suggested that we engage in a further conversation about self-funded exercises.

Discuss: Faculty Roles, Rights, Responsibilities and Tenure – Andrea Cool

- A document created by Greg Hutchins, former Secretary of the Faculty, dated March 22, 2011 was discussed. There was a lengthy discussion about defining job categories ... faculty, educator, integrated specialist, non-integrated specialist. It was decided to form a workgroup to gain more clarity around defining roles and responsibilities. Workgroup members include – Mike Ballweg, Chris Kniep, Barb Barker, Andrea Cool, Jeff Hoffman. This workgroup will meet via WisLine on Friday, December 16. All Faculty Senate members are invited to send ideas, thoughts, and suggestions to this workgroup on the value of Faculty. The edited or newly created document will be shared with Dean Karl Martin, Coop Ext. It was also suggested that the members of the IWG be invited to an upcoming UC or FS meeting.

Committee Reports

- Systemwide Extension Council – Chris Kniep
 - ✓ Meeting on December 7 to discuss the purpose/role of SEC.
- Academic Department Chairs Liaison – Jeff Hoffman
 - ✓ Meeting on December 13
- CEAC Liaison – Mike Ballweg
 - ✓ Budget is tight, redesign New Colleague Orientation, work is needed on a retention plan, out of state travel is restricted, CEAC will continue but with a new structure
- nEXT Generation Steering Committee – Jeff Hoffman
 - ✓ Nothing additional to report
- Statewide Resource Management Team – Barb Barker
 - ✓ Haven't been meeting
- UW System Faculty Reps –Alexia Kulwiec
 - ✓ Nothing new to report

Meeting Adjourned at 3:45pm

~minutes submitted by Judy Ballweg~