

Faculty Senate Meeting Minutes
Tuesday, December 3, 2013
11am-4:30pm
Pyle Center, Madison

Present: Donna Duerst, Kathy Eisenmann, Tim Rehbein, Craig Saxe, Armando Ibarra, Barb Larson, Gaily Huycke, Yvonne Horton, Nancy Anne Miller, Tedi Winnett, Greg Hutchins, Dan Hill, Greg Wise, Pat McLaughlin, Christine Curley, Judy Ballweg, Larry Jones, Judy Knudsen, Donna Doll-Yogerst, Dawn VanderVoort, Don Taylor, Marty Havlovic, Aaron Brower, Ray Cross
Phone: Karen Dickrell

Call to Order

Kathleen Eisenmann, Vice Chair called the meeting to order at 11AM and certified that the notice requirements of the open meetings law had been met.

Welcome and Introductions

Approval of September 10 meeting minutes

Motion by Tim Rehbein, seconded by Tedi Winnett, approved with edits suggested by Kathy Eisenmann. Voice vote, motion carried.

Chancellor Dialogue – Ray Cross

- Self-Insurance Study: Ray will follow up with Jessica Tormey and pass along anything new on this topic.
- Exploring Establishing Preventive Medicine Educational Programs: American Medical Association (AMA) is exploring a collaboration/partnership with Cooperative Extension staff. Met with Laurie Crawford regarding family health care and to explore collaborative efforts between UW-Ext and hospitals.
- Increase Extension's presence and impact on Wisconsin Urban Environments:
 - How does UW-Ext make this a priority?
 - How do we bring the problem to the University?Discussion followed. Continue to keep this topic on future agendas.
- How does UW-Extension do a better job leveraging technology particularly in rural areas of the state?
 - We need to be more aggressive in our use of technology.
 - Support the technical initiatives being lead by Greg Hutchins ... digital video workshop and infusing technology.Discussion followed.

Interim Provost Update – Aaron Brower

- UW Flex Option: Officially opened on November 18. There are currently 2,500 students in the application process. A counselor/coach will be following up with each potential student to talk through next steps. Cohort 2 (4 new institutions, 4 new programs) will be announced at the Board of Regents meeting scheduled for December 6. For more information, check out the website – <http://flex.wisconsin.edu/>
- Compensation and Budget Planning: The Deans/Directors of each division have been in conversations to determine how to address the base cut, earmark money for supplemental compensation (money for retention, equity and compensation) as well as seed money for a new investment fund. An advisory committee will be formed to help think through this process (criteria, amount, how to replenish). Aaron is asking

for University Committee/Faculty Senate and Divisional representation. Please forward 1-2 names to Aaron (cc: Art Learsch) by December 17.

Dialogue: Rick Klemme, Dean and Director, Cooperative Extension (via phone)

- Rick reported on the Cooperative Extension Statewide Resource Management Team and the Cooperative Extension Wage Study.

Associate Vice Chancellor – Greg Hutchins

- Digital Video Conference
 - The first Digital Video Conference was held in May, with 20 people registered and a waiting list.
 - Due to an overwhelming interest, a second conference is scheduled for December 10, with 20 people registered.
 - It was suggested showcasing this group's work at an upcoming Faculty Senate or University Committee meeting.
- Infusing Technology Workgroup
 - This is an institutional initiative providing technology and support to colleagues. Nexus 7 Tablets have been distributed and used. Looking for people/projects to showcase.
 - The Division of CEO-EL is working on creating a UW-Ext Mobile Portal. They are looking for pilot projects. Let Greg know your interest.
- Cross Divisional Program Council
 - This Council grew out of the Strategic Plan as a way to help identify emerging programs within divisions where there may be natural collaboration. Conversations are ongoing.
- Community Ascertainment / Needs Assessment
 - Exploring collaborative efforts with WPR bureaus who are conducting community needs assessment in an effort to tell their story. What are the issues / uniqueness in your community?
- Executive Order #54 Relating to Supplemental Mandatory Reporting Requirements of Child Abuse and Neglect
 - All employees are required to take the online training -- <http://www.uwex.edu/human-resources/childabuse/>
 - A completion certificate is a way of tracking those who have been trained.
 - Brochures have been distributed
 - Cooperative Extension is exploring an online training for their Extension volunteers.

Interim Secretary of the Faculty and Academic Staff – Dan Hill

- Classified Staff Council recently held an election and a Council is in place. This Council will be participating in future joint meetings.
- Dan is asking to drop "academic" from his title to be more inclusive of the Classified Staff Council. Voice vote in favor of new title Interim Secretary of the Faculty and Staff.

How does UW-Extension Respond to Information Requests – Don Taylor, Michael Childers, David Nack

- A recent experience to assist an academic staff member prompted an open records request. Clarity and policy is needed as to what documents are public vs personal. David Prucha reminded us that any information regarding the work of the state should be considered open and public. If it's related to work, it's a public record whether you are using your personal or work email account. It was suggested that this topic be part of New Colleague Orientation. It was also suggested that this topic be revisited at a future University Committee meeting.

Define Faculty Senate Roles/Responsibilities – carry over to University Committee Meeting

Discussion: “Back Fill” a position has been renamed to “Job Sharing” position

- It was suggested this topic be revisited at a future University Committee meeting.
- Academic Department Chairs plan to discuss this topic and Marty will report back to University Committee.

Faculty Senate Quarterly Report

- It was suggested that this Quarterly Report continue.

Review / Approve Board of Regents Action on Pay Plan – carry over to University Committee meeting

Cooperative Extension Policy on Lateral Transfer / Probationary Faculty – Sharon Klawitter

- Sharon distributed and discussed handout, “Performance Support Roles”, and “Performance Support System”. It was suggested that the role of the Faculty Governance Unit (FGU) Chair be included in the performance review process. A survey summary will be shared at the December 11 CEAC meeting. It was suggested that Yvonne and Sharon be invited to the University Committee meeting in January to revisit this topic.

Peer Support Network – Sharon Klawitter

- Implementation is scheduled for this spring and information will be shared prior to the roll out. It was suggested that Sharon be invited to the Faculty Senate Meeting in March or an upcoming University Committee Meeting to revisit this topic.

Academic Department Chairs Representative Report – Marty Havlovic

- The next meeting is scheduled for December 12. Topics for discussion include reasons for delaying portfolio development and re-evaluating the role of department head.

Coop Ext Administrative Committee (CEAC) Liaison Report – Nancy Anne Miller

- Nothing new to report.

Faculty Performance Reviews – Kathy Eisenmann

- An ad hoc committee (Kathy Eisenmann, Craig Saxe, Donna Duerst) has been appointed to make recommendations on how faculty performance reviews can be more consistently implemented according to chap. 3.21 of the faculty personnel guidelines. The group is waiting for feedback from Eric Carson and Michael Childers.

Workshops and Trainings

- SRP/FTAC Scholarship Forum
 - ✓ 2014 Event: Gail Huycke and Donna Duerst have agreed to take the lead.
- Faculty Tenure Orientation Workshop
 - ✓ 2014 Event: Mary Pardee and Karen Dickrell have agreed to take the lead.
 - ✓ It was suggested that this workshop not be scheduled on a Monday or Friday.

Identification of future University Committee and/or Faculty Senate meeting topics

- Peer Support Network Initiative (Sharon Klawitter)
- Coop Ext Wage Study (Daniel Malacara)
- Performance Support System (Yvonne Horton)
- University Personnel Systems Update / Impact of Affordable Care Act (David Prucha)

- Recording Results: Focus on Scholarship (Larry Jones)
- Coop Ext Policies on Lateral Transfer and Reappointment (Yvonne Horton)
- Process to Address Policy Inconsistencies/Discrepancies (Art Lersch)
- Faculty Performance Reviews ad hoc committee (Kathy Eisenmann)
- Review/Approve BOR Action on Pay Plan
- Update Faculty Senate brochure / photos found on website
- Generating Revenue at the Local and Institutional Level

Meeting Adjourned at 4:20pm

~minutes submitted by Judy Ballweg~