Faculty Senate Meeting Minutes  
Tuesday, February 5, 2013  
9am-1:15pm  
Pyle Center, Madison

Present: Matt Calvert, Mary Pardee, Don Taylor, Donna Duerst, Kathy Eisenmann, Craig Saxe, Art Lersch, Marty Havlovic, Karen Dickrell, Eric Carson, Dan Hill, Greg Hutchins, Greg Wise, Judy Ballweg, Nancy Anne Miller, Gail Huycke, Maria Bendixen, Barb Larson

Via Phone: Mike Ballweg, Karen Joos,
Excused: Jerry Braatz, Teri Zuege-Halversen

Call to Order  
Chair Karen Dickrell called the meeting to order at 9:00 AM and certified that the notice requirements of the open meetings law had been met.

Approval of December 4 Meeting Minutes  
Motion by Greg Wise, seconded by Mary Pardee to approve the minutes. Voice vote, motion carried.

Chair Report – Karen Dickrell
- No Faculty Senate meeting in March; next Faculty Senate meeting is April 2, 11am-4pm.
- University Committee will meet on March 5, 11:30am-3pm, Madison.
- The Role of Academic Department and Hiring Practices
  - Enhance communication between human resources, program director and academic department.
  - Increase policy consistency at the time of developing the position description and creating the selection pool.
  - Discussion followed.
  - Marty will take this conversation to the academic department chairs meeting on March 13. It was suggested that University Committee members attend the March 13 Academic Chair meeting (~3:30pm, Madison), to continue the conversation.
  - Revisit this topic at Faculty Senate meeting, April 2.
- Performance Reviews
  - Members were asked to provide an overview of their past experience.
  - Performance reviews are not always being provided and the faculty member is entitled to a review.
  - It was suggested that a broader conversation include regional directors, program directors (liaison/assistant program director), academic department chairs, faculty senate members, and Dan Hill.
  - Art Lersch will take the lead in getting an ad hoc committee (Art Lersch, Kathy Eisenmann, Craig Saxe, Donna Duerst) together to continue this discussion and determine next steps. This group will report back to Faculty Senate in April.
- Communication Plan: Academic Departments, Regional Directors, others
  - It was suggested that a select group of Faculty Senate members meet with all regional directors in an effort to build a better understanding about communicating with faculty governance.
  - Revisit this topic at Faculty Senate in April.
- Faculty Senate Quarterly Update
  - Karen will develop the update and Art will provide editorial assistance.
Workshops and Trainings
- SRP/FTAC Scholarship Forum (chair: Art Lersch)
  - Planning Team WisLine is scheduled for March 15, 11am.
- Faculty Tenure Orientation Workshop (chair: Gail Huycke)
  - Date/Location for Event: Monday, May 13, 9am-3pm, Holiday Inn-Stevens Point
- ePortfolio Submission Webinar (chair: Kathy Eisenmann)
  - Planning Team WisLine is scheduled for Friday, February 15, 9:30am.

Coop Extension Policies on Lateral Transfers (UPG#7) and Next Steps – Art Lersch, Kathy Eisenmann
- The amended administrative policies documents have been sent to Dean Klemme who has agreed to get back to the University Committee once human resources personnel have had a chance to review them.
- Yvonne Horton, Sharon Klawitter and Rick Klemme plan to attend the University Committee meeting scheduled for March 5. Yvonne and Sharon will lead the discussion. This dialogue is scheduled for 1pm.
- The University Committee will be working with the Secretary of the Faculty, UW System Legal, and administration to develop a process that can be used to address discrepancies between administrative policies and faculty rights and responsibilities.

Scholarship Dialogue
- All were supportive of the Program Development and Evaluation unit and workshops offered to the employees.
- Revisit this topic at Faculty Senate in April.
- We will invite Larry Jones to attend the meeting.

Dialogue with Coop Ext Regional Directors to Enhance Communication about Faculty Governance
- Art Lersch motioned that academic department chairs be part of this discussion, seconded by Craig Saxe, motion carried.
- Revisit this topic at Faculty Senate in April.

Process to address inconsistencies/discrepancies between administrative policies and faculty rights.
- Faculty governance needs to bring these inconsistencies to the attention of administration particularly as it relates to hiring practices and annual reviews.

Faculty Governance Unit Chair Election Process
- Be looking for an email notification in early May from Judy Ballweg.
- Check out the website resources -- [http://www.uwex.edu/secretary/faculty-governance-unit.html](http://www.uwex.edu/secretary/faculty-governance-unit.html).
- Revisit this topic at Faculty Senate in April.

Academic Department Caucus
- Each academic department met for 5-10 minutes to talk about reporting opportunities.

Identification of future meeting topics
- Scholarship Dialogue – Larry Jones
- Hiring Practices
- Requirements of Portfolio
- Workshops and Trainings

Meeting Adjourned at 1:15pm.
~minutes submitted by Judy Ballweg~