Faculty Senate Meeting Minutes  
Tuesday, June 3, 2014  
11am-1pm  
Pyle Center, Madison

Present:  Tim Rehbein, Kathy Eisenmann, Donna Duerst, Mary Pardee, Karen Dickrell, Tedi Winnett, Shelley Tidemann, Peggy Nordgren, Art Lersch, Nancy Anne Miller, Don Taylor, Craig Saxe, Greg Hutchins, Judy Ballweg, John Shutske, Rose Smyrski, Aaron Brower, Kathleen Haas, Sandy Kallio, Patrick Nehring

Via Phone:  Gail Huycke and Barb Larson

Call to Order  
Art Lersch, Chair called the meeting to order at 10:05AM and certified that the notice requirements of the open meetings law had been met.

Approval of March meeting minutes  
Motion by Tim Rehbein, seconded by Shelley Tidemann, minutes approved.  Voice vote, motion carried.

Interim Chancellor Update – Aaron Brower
  • Recapped the UW-Ext Town Hall Meeting held May 22.  An audio archive can be found at the Mediasite: UW-Extension meeting.  Slides and data used to support the Town Hall meeting can be found at the Chancellor’s website -- http://www.uwex.uwc.edu/chancellor/
  • Reviewed the general budget development process:
    ➢ Between May and August: institutions will be prioritizing needs (ex: compensation, cost to continue, new initiatives (ex: Flex), along with grant writing capacity building)
    ➢ End of August: Board of Regents present budget to the Governor
    ➢ August – January: Governor works on the proposed budget
    ➢ November: Pre- and Post- Election discussions
    ➢ January: Governor presents the budget
    ➢ End of January – May: Legislative discussions / budget approved
  • Steve Wildeck will be returning to UW Colleges/UW-Ext in August.  During Steve’s leave, Jason Beier has stepped in as interim vice chancellor for administrative and financial services. Jason will be returning to UW System.

Interim Provost and Vice Chancellor – John Shutske
  • Stressed the importance of the Fund Balance information. John has offered to present the information to groups/staff in an effort to help build understanding.
  • The Investment Fund – Administration has been working with divisional deans/directors and divisional budget directors to create an Investment Fund with the following criteria:
    ➢ Large projects with large revenue potential
    ➢ Increase access (ex: audience, geography)
    ➢ Brand Recognition
    ➢ Foster Innovation / Creativity
    ➢ Create Efficiencies / Better Process
    ➢ Cross-divisional (min: 2) / UW Colleges qualifies
A workgroup is being formed with Malcolm Brett serving as Chair. The call for applications is due out soon with money being granted by mid-September. Information will be shared as additional details become available.

- **Merit** – a definition is being worked on. Greg Hutchins has been asked to gather merit resources/models for consideration.
- **Professional Development for Organizational Leaders** – This professional development is for those individuals who find themselves in a supervisory role with limited experience. The goal is to share best practices across divisions and improve the overall workplace climate. More information will be shared as details become available.
- **Employee Assistance Program (EAP)** – We are transitioning from an in-house approach to a contract with Life Matters (1-800-634-6433; [www.mylifematters.com](http://www.mylifematters.com) / password: SOWI). An orientation session was held Tuesday, May 20. An audio archive can be found at the Mediasite -- [http://ics.webcast.uwex.edu/Mediasite6/Play/28f6cb0f4a7d484bbf4b6da90cbb4d11d](http://ics.webcast.uwex.edu/Mediasite6/Play/28f6cb0f4a7d484bbf4b6da90cbb4d11d). For additional information, please contact Kelly Thomas, Special Assistant for Affirmative Action, ([Kelly.Thomas@uwex.uwc.edu](mailto:Kelly.Thomas@uwex.uwc.edu)).

**University Committee Chair Report** – Art Lersch

- Faculty Governance Unit (FGU) Chair election. Judy will resend the FGU Chair election email with current election results.

- 2014-2015 Meeting Schedule – A motion was made by Craig Saxe to approve the meeting schedule as presented, seconded by Tedi Winnett. Motion carried. It was suggested that groups revisit the number of joint meetings planned. Place this item on the July joint meeting agenda.

- 2014-2015 University Committee Chair: Craig Saxe

**Faculty Performance Reviews** – Kathy Eisenmann

- An ad hoc committee (Kathy Eisenmann, Craig Saxe, Patrick Nehring, Donna Duerst) has been appointed to gather and review information on Faculty Guidelines for performance reviews and if those guidelines are being consistently implemented. The ad hoc committee reported that the policies to support performance reviews are in place. How to implement those policies need further review. It was suggested that Dan Hill take the lead in bringing the ADC and FS members together to gain a better understanding of the process.

A motion was made by Craig Saxe to request that Academic Department Chairs take the lead in discussing and direction setting related to the annual faculty performance review process. Seconded by Donna Duerst. Motion carried.

**Coop Ext Peer Support Network** – Craig Saxe, Nancy Anne Miller

- This support is open to all Coop Ext employees. Incoming calls have been received for assistance and information shared back with the caller. Additional information can be found on the website -- [http://blogs.ces.uwex.edu/peersupport/](http://blogs.ces.uwex.edu/peersupport/)

**How does UW-Extension Respond to Information Requests** – Don Taylor

- Clarity and policy is needed as to what documents are public vs personal. A workgroup has been created to work on institutional guidelines bringing clarity to what’s a public record and what needs to be shared upon request as well as a consistent and timely process for releasing the information.

- Workgroup members include: Kathy Eisenmann, Michael Childers, Tim Rehbein, Don Taylor, Yvonne Horton, Jason Beier, David Prucha, Emily Johnson, Julie Hunter, Rose Smyrski. A representative from youth development is still needed.

- Don Taylor agreed to take the lead in getting this group together. Revisit this topic at the Joint Meeting in July.
Coop Ext Supplemental Compensation Plan – Art Lersch

- An audio archive of the conversation with Dean Rick Klemme has been posted to the website -- [http://www.uwex.edu/secretary/faculty-senate.html](http://www.uwex.edu/secretary/faculty-senate.html)
- It was suggested that we continue an open invitation to Rick Klemme to attend UC and/or FS meetings. Perhaps other divisional deans/directors would be interested in attending meetings.

UW-Ext Description of Shared Governance – Art Lersch

- One of the goals of previous joint meetings (UC, ASC, CSC) has been to describe “shared governance”. On behalf of all governance group chairs, Art has taken the lead and created a “description of shared governance” document. This document has been approved by the ASC and CSC. Patrick Nehring motioned to approve the document as presented today, seconded by Tedi Winnett. Discussion followed. Members had an opportunity to share their concerns about the content. Roll call vote – Yay: Pardee, Winnett, Lersch; Nay: Rehbein, Durest, Dickrell, Eisenmann, Larson, Tidemann, Nordgren, Miller, Taylor, Nehring, Huycke; Abstained: Saxe, Haas. Motion defeated.
- It was important to point out that this exercise had value. It was suggested that an alternative approach be considered. Perhaps a joint webinar (FS, ASC, CSS) could be scheduled/archived that would narrate governance roles. Art will have a conversation with each Chair. Place this item on the July joint meeting.

UW Colleges and UW-Ext Chancellor Search and Screen Update – Art Lersch

- The position description has been completed and shared (see May 29 email). Many listening sessions have been conducted and a few more are scheduled. Applications are due by mid-August with final interviews scheduled for mid-October. Anticipated start date is January 2015. Please send feedback to Art Lersch (alersch@co.lincoln.wi.us).

Faculty Senate Orientation: September 9, 11am-4pm

- Planning team: Art Lersch, Craig Saxe, Mary Pardee, Dan Hill, Judy Ballweg
- Reference 2013 agenda posted on website-- [http://www.uwex.edu/secretary/faculty-senate.html](http://www.uwex.edu/secretary/faculty-senate.html)
- It was suggested that the Orientation WisLine Web (Aug 2010) posted to the website be updated.

Engaging Faculty Senators in their work –

- SRP/FTAC Scholarship Forum
  - 2014 Event: August 19 or 20?
  - Planning Team: Donna Duerst, Art Lersch, Craig Saxe, Mary Pardee, Karen Dickrell
  - Planning Team will meet via WisLine on June 9. Once a date/location has been set, a “save the date” (SRP, FTAC, mentors) will need to be sent and check-in with FTAC regarding their plans for an orientation session.
- Faculty Tenure Orientation Workshop
  - 2015 Event: Details and planning team to be discussed more at the September FS meeting.

University Committee Reports (if any):

- **Systemwide Extension Council – Karen Dickrell**: Met in March and topics included institutional transitions as well as the chancellor search and screen. Next meeting is June 18, UW-Platteville. Marv VanKekerix is on the agenda to facilitate a listening session.
- **UW System Faculty Reps – Craig Saxe**: Met in May and topics included compensation, tuition freeze, shared governance and how to talk with other about the biennial budget. Craig expressed an interest in continuing this role in 2014-2015.
• **Coop Ext Admin Committee (CEAC) Liaison – Nancy Anne Miller:** It’s been a privilege to serve as Liaison. Recent meeting topics included compensation, academic department chairs role/stipend, and evaluating the CEAC meeting schedule. It was suggested that perhaps the Academic Department Chair liaison to UC also serve in the role of UC liaison to CEAC. Revisit topic at July UC meeting.

• **Resource Management Ream – Art Lersch:** Recent topic included the Annual Faculty Performance Review and moving a consistent process forward.

**Meeting Adjourned at 3:50pm**
Don Taylor motioned to adjourn, Craig Saxe second, motion carried.

~minutes submitted by Judy Ballweg~