Faculty Senate Meeting Minutes
Tuesday, March 4, 2014
10:30am-1pm
Pyle Center, Madison

Present: Tim Rehbein, Kathy Eisenmann, Patrick Nehring, Donna Duerst, Dawn VanderVoort, Mary Pardee, Karen Dickrell, Tedi Winnett, Shelley Tidemann, Peggy Nordgren, Art Lersch, Nancy Anne Miller, Armando Ibarra, Don Taylor, Barb Larson, Craig Saxe, Yvonne Horton, Greg Hutchins, Dan Hill, Judy Ballweg, David Prucha, John Shutske

Call to Order
Art Lersch, Chair called the meeting to order at 10:31AM and certified that the notice requirements of the open meetings law had been met.

Welcome and Introductions

Approval of December 3 meeting minutes
Motion by Donna Duerst, seconded by Tedi Winnett, approved with edits. Voice vote, motion carried.

How does UW-Extension Respond to Information Requests – Don Taylor
- 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. After much discussion, it was suggested that a workgroup be 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. Also needing clarity is what information can be withheld?
- Workroup members include: Kathy Eisenmann, Michael Childers, Tim Rehbein, Don Taylor, Yvonne Horton, Jason Beier, David Prucha. A representative from youth development is needed as well as a workgroup chair.
- It was suggested that a professional development offering be created around this topic. Revisit this topic at the Joint Meeting in May.

Update: Cooperative Extension Support System and SIPR Results – Yvonne Horton
- SIPR survey results are being discussed at Regional Meetings (already discussed at NW and SW). Feedback received indicated that the 360-degree tool is cumbersome, constraining, dated and not very visible. More opportunities for regular performance review feedback is needed. The new system is set to be in place by end of 2014.

Discussion: Status of "Job Sharing" in Coop Ext – Yvonne Horton
- Faculty members are finding themselves working from two different job descriptions vs job sharing from one job description. When this situation occurs, it is unclear the role of faculty. Discussion followed.

Academic Department Chairs Representative Report – Marty Havlovic
- No report

Systemwide Extension Council – Karen Dickrell, Barb Larson
- No report, next meeting is March 5.

UW System Faculty Rep – Craig Saxe

- Should we have a lobbying group? How do we respond to issues?

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

- Nancy Anne asked for talking points for next CEAC meeting, March 6.
  - ➢ Pay Plan – designating meritorious performance eligible
    --What does meritorious mean?
    --Across the board? Who determines performance?
    --Roles / Responsibilities
  - ➢ Faculty Personnel Guidelines
  - ➢ Faculty Implementation

Workshops and Trainings

- SRP/FTAC Scholarship Forum
  - ✓ 2014 Event:
  - ✓ Planning Team: Gail Huycke and Donna Duerst have agreed to take the lead.
- Faculty Tenure Orientation Workshop
  - ✓ 2014 Event: Tuesday, April 15, Holiday Inn-Stevens Point
  - ✓ Planning Team: Mary Pardee, Karen Dickrell, Nancy Anne Miller, Art Lersch.

Faculty Performance Reviews – Kathy Eisenmann

- An ad hoc committee (Kathy Eisenmann, Craig Saxe, Donna Duerst) has been appointed to gather information on why performance reviews are not always being provided and to emphasize that each faculty member is entitled to a review. The group is waiting for feedback from Eric Carson and Michael Childers.

Governance Involvement in Future Pay Plans Based on Merit – Greg Hutchins

- Merit for high performers was discussed including developing a tool for evaluating and a process decision making and distribution.
- Should this be handled at the divisional level? Discussion uncovered varied ways of approaching who might be in line for a merit increase.
- Should this be handled at the institutional level? Should a percentage of the dollars go to each group (faculty, academic staff, classified staff)?
- Council members shared that academic staff members have a full plate due to staff reduction making it difficult to be meritorious.
- It was suggested that we should research other campus models … UW-Madison, UW-Oshkosh, UW-Stevens Point.
- The Council recommended that they be included (along with Classified Staff Council) when the merit model is being developed.
- It was suggested that Aaron provide an update that might include progress thus far and next steps.

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

- Performance Review
- Pay Plan
- Recording Results: Focus on Scholarship (Larry Jones)
- Faculty Role and the Selection of Next Chancellor

Meeting Adjourned at 1:25pm

Nancy Anne Miller motioned to adjourn, Mary Pardee second, motion carried.

~minutes submitted by Judy Ballweg~