

Faculty Senate Meeting Minutes
Tuesday, September 10, 2013
11am-4:30pm
Pyle Center, Madison

Present: Art Lersch, 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

Art Lersch 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 June 4 Meeting Minutes

Motion by Gail Huycke, seconded by Donna Doll-Yogerst, approved with edits suggested by Kathy Eisenmann. Voice vote, motion carried.

Recording Results Task Force: Focus on Scholarship – Larry Jones, Director, Distance Education/Digital Media Unit

- Larry distributed and discussed handout outlining the Task Force policy decisions. The background explained the need to change for better accessibility, specifics and flexibility. The task force is still gathering input on the implementation. Anticipated completion date is January 1, 2014. Please forward comments to Larry (larry.jones@ces.uwex.edu). It was suggested we revisit this topic at the UC mtg on October 16 or November 5 and FS mtg on December 3. Discussion followed.

Coop Ext Policies on Lateral Transfer (UPG#7) and Next Steps – Yvonne Horton, Associate Dean and Associate Director, Coop Ext

- The amended policy documents were distributed and discussed.
 - Expectations and Guidance Document for Reassignment of Tenured Faculty
 - Coop Ext Guidelines for Implementing UW-Ext Unclassified Personnel Guidelines (UPG#7): Recommendations for Lateral Transfer and/or Retraining of Tenured Faculty
 - Guidance Document to Support Probationary Faculty in Transition

It was emphasized that editing these documents is a group effort (colleagues, academic department chairs, administration). When situations arise it will be important to have had input into these documents to help guide the process of faculty and administration working together. The edited documents will be posted to the appropriate website.

During the discussion, it was suggested that Faculty Senate create an ad hoc committee to review Chapter 3: Faculty Appointments and UPG #19 UW-Ext Unclassified Staff Grievance and Appeal Process.

Motion by Kathy Eisenmann that Faculty Senate create an ad hoc committee to include Greg Wise, Art Lersch, Kathy Eisenmann to review Chapter 3 and UPG #19, Craig Saxe seconded. Voice vote, motion carried.

It was suggested that we invite Yvonne Horton back to revisit this topic at the UC mtg on October 16 or November 5 and FS mtg on December 3. Yvonne is not available on December 3.

Performance Support System – Yvonne Horton, Associate Dean and Associate Director, Coop Ext

- Distributed and discussed handout, “Performance Support”: High Performance aligned with Purpose, Vision, Values and Strategic Directions.
- Be looking for a survey to be distributed soon asking for your input on the current system. Anticipating survey results to be available in early October. It was suggested we revisit this topic at the November 5 UC mtg and FS mtg on December 3.
- QTI Human Resources Rep will be conducting employee interviews to get input on the current performance review system. The new model will incorporate regular feedback. Anticipate the new system to be in place by January, 2014.

Chancellor Dialogue – Ray Cross

- UW System President Search: An 18-member search and screen committee has been appointed to help identify a successor to UW System President Kevin Reilly, who will step out of his leadership position in January, 2014. Erik Ernst, UW-Ext academic staff member, is a member of the search and screen committee. Anticipate a new hire as early as the end of January, 2014. Additional information can be found at their website – <http://www.wisconsin.edu/news/2013/r130823.htm>
- Search: Assistant Vice Chancellor for External Relations: Jessica Tormey’s interim position will be turned into a permanent position (search for permanent leadership is underway) and will include some functions of the Government Relations team. A consultant will be hired to help identify efficiencies as the current Government Relations team moves forward.
- Christine Curley has been selected as the Director of UW Colleges and UW-Ext Office of Equity, Diversity and Inclusion, effective September 3.
- Werner Gade has been selected as the Chief Information Officer (information technology), effective September 3.
- Christine Curley distributed and discussed handout, “Policy Development and Review”. Discussion included the need for UW Colleges and UW-Ext to utilize a standardized and centralized process to initiate, develop, approve, review, implement and disseminate institutional policies. The improved system will help ensure that the most current policy is posted to the website, create a policy library for ease of access, and identify who’s responsible for keeping the policy current.

Motion by Art Lersch that Faculty Senate to endorse the concept of Policy Development and Review, seconded by Gail Huycke. Voice vote, motion carried.

- State Budget Update: Provided an update about the preparations underway to manage the 5-8% anticipated budget cut, effective July 2014. Currently working on restoring money, restoring credibility, and showing impact as well as convincing legislators to give back flexibilities and to implement the University Personnel System (UPS). The Chancellors, Legislators and Board of Regents are scheduled to meet on September 5 to focus on finding common ground as we move forward. Discussion included the need to work on strengthening these relationships and keeping them strong.
- Finding Common Ground: During the September 5 conversation (see previous bullet), it was suggested that shared governance and Chapter 36.09 (4) be re-examined for greater clarity about the role of faculty in decision making along with being a strong governance partnership with administrators and students. See

related article -- <http://www.insidehighered.com/news/2013/09/09/wisconsin-faculty-object-idea-shared-governance-should-change>

Dialogue included:

- Faculty Senate is empowered to rewrite Chapter 36.09 in a more clean/clear way.
- Need to more clearly address: Why faculty governance matters to us and why it is good/essential for the State of WI.
- Need to incorporate deliberate language and not exclude the educational piece of our work.
- Need to clearly address: What can we afford to give up? What is sacred to us?

Motion by Art Lersch that Faculty Senate create an ad hoc committee to include Kathy Eisenmann (Chair), Craig Saxe, Don Taylor, Art Lersch, Dan Hill to rework Chapter 36.09 (4) to provide more clarity around what things we can give up and what things are sacred, Kathy Eisenmann seconded. Voice vote, motion carried.

- UW-Ext Strategic Plan: Administration is using this fiscally challenging time to examine current practices and identify priorities.
- Time Allocation: Struggling with where it's most appropriate to spend time (with donors, legislators, businesses?). Currently working on the structure of the central office staffing to better support the Chancellor and the need to spend more time with external partners. *University Committee passed a resolution at their August meeting that allowed incorporating the rotation of Chancellor and Provost reports, that administrative colleagues be invited to report on behalf of the Chancellor and Provost, and requesting that the Chancellor attend all Faculty Senate meetings.*

Interim Provost Update – Aaron Brower

- Deans and Directors meeting (Aug 28): Focused on divisional budgets and planning. Together they explored developing 3-year budget plans for an up to 7% budget reduction. The deans collectively discussed challenges and opportunities as they identified the strengths of UW-Extension which includes a statewide network, entrepreneurial culture and the diversity of activities. Budget reduction proposals are due in October.
- UW Flex Option: November 18, open enrollment and assessment; January, activities start; beyond January, discuss recruiting additional campuses. In late August, President Obama gave a very nice shout out to this program as an example of the type of innovations that are needed in higher education. Recruiting and hiring of advisors/coaches is currently underway. Currently working on redesigning the transcript.

Joint Resolution (Faculty Senate and Academic Staff Council) Honoring the Leadership of University of Wisconsin President Dr. Kevin P. Reilly Upon Retirement

- Motion by Kathy Eisenmann to approve the Joint Resolution as written, Tim Rehbein seconded. Voice vote, motion carried.

Review / Approve Board of Regents Action on Pay Plan

- It was suggested that we research how the pay plan was distributed and communicated. Discussion followed. Revisit this topic at the UC meeting, October 16.

Peer Support Network – Sharon Klawitter, Director, Human Resource Development, Coop Ext

- Sharon distributed and discussed handout, "What is the Role of a Peer Support Facilitator?" and "The How-to's of Peer Support Facilitation (PSF)". This topic was

discussed on the September 9 Coop Ext Dean's WisLine. Twenty-three individuals will participate in a training scheduled for November 5-8. Revisit this topic at the FS meeting in December.

Coop Ext Wage Study – Daniel Malacara, Coop Ext Budget Director

- The QTI Group has been contracted to do a salary analysis on county positions and external salary comparisons are currently underway. Handouts were distributed and discussed, "Pay by Faculty Rank" and "Median Pay by Time in Rank". Next steps include sharing/discussing the findings, interpreting the findings, communicating the findings with county partners, offering webinars and/or workshops to continue the dialogue and understanding. All handouts were returned to Daniel. It was suggested we revisit this topic at the October or November UC meeting and the December FS meeting.

Orientation of Relevant Policies within Orientation Handbook/Website – Dan Hill, Interim Secretary of the Faculty and Academic Staff

- Dan guided us through the resources available on the Secretary of the Faculty and Academic Staff website to become familiar with policies, articles, agendas, meeting minutes, membership and meeting schedule. Website -- <http://www.uwex.edu/secretary/>. It was decided to discontinue issuing a new-member handbook.

What is the Role of University Committee – Art Lersch

- Discussion included how the University Committee is a direct advisory role to the Chancellors on policy development. Discussion followed.

What Does a Well-Functioning Faculty Senate Look Like? – Art Lersch, Dan Hill

- Discussion included the importance of participating at meetings, etiquette when answering questions or making comments during meetings, addressing the answer / comment to the Chair not an individual, allowing the Chair to conduct the meeting, during a meeting to speak once on a topic allowing all members to have a chance to speak, creating a way to report meeting summary to colleagues.
- Please identify an alternate from your academic department and forward that name to Judy Ballweg (judy.ballweg@uwex.edu).
- When time allows during Faculty Senate meetings, incorporate an academic department breakout for colleagues to share ideas/opportunities.

Chair Report – Art Lersch

- We will continue to carry over items
 - continue to strengthen communication with administration
 - finish ad hoc committee work on faculty performance reviews
 - continue to encourage FGU election
 - work on defining FS roles/responsibilities (video / brochure)

Committee Reports

- Systemwide Extension Council (Barb Larson): Met on September 4, in Madison, continuing to work on ways to enhance communication, next meeting is December 4.
- Academic Leadership Standing Committee (Art Lersch): nothing to report, next meeting is September 24.
- UW System Faculty Reps (Craig Saxe): nothing to report, next meeting is September 20.
- CEAC (Coop Ext Admin Committee): Craig Saxe attended on behalf of Nancy Anne Miller. Topics include "Understanding Biases and Hiring" and "QTI Wage Study". Next meeting is October 15.
- Academic Department Chairs Report (Marty Havlovic): Met with Sharon Klawitter and discussed Peer Support Network, next meeting is in September.

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. Kathy provided a report at Academic Department Chairs meeting on June 7. The ad hoc committee is scheduled to meet again in September. It was suggested we revisit this topic at the UC meeting on October 16.

Faculty Senate Committee Reports

- SRP/FTAC Scholarship Forum, August 13, 10am-3pm, Holiday Inn-Stevens Point
 - ✓ On-site evaluation summary has been posted to the Faculty Senate website.
 - ✓ Meeting minutes have been posted to the Faculty Senate website.
 - ✓ 2014 Event: Gail Huycke and Donna Duerst have agreed to take the lead.
- Faculty Tenure Orientation Workshop
 - ✓ SRP department reps need to be in attendance.
 - ✓ Youth Development was not represented.
 - ✓ Art will send an email invitation to serve on this planning team.

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
- Deans and Directors August 28 Mtg: budget reduction proposals
- Update Faculty Senate brochure / photos found on website
- Generating Revenue at the Local and Institutional Level

Meeting Adjourned at 4:40pm

~minutes submitted by Judy Ballweg~