

University Committee Meeting Minutes
Tuesday, March 15, 2016
10:30am
Via WisLine

Present: Craig Saxe, Kathy Eisenmann, Armando Ibarra, Jeff Hoffman, Barb Barker, Ruth Schriefer, Dan Hill, Judy Ballweg, Jay Zambito, Mike Ballweg, Kristin Krokowski, Kathy Metzenbauer, Eric Biltonen, Patrick Nehring, Connie Creighton

1. Call to Order / Certification of Open Meeting Notice Compliance – Craig Saxe, Chair
2. Secretary of the Faculty and Staff Position
 - See email from Aaron Brower, dated 3/14/2016, soliciting candidates to become the interim UW-Ext Secretary of the Faculty and Staff
 - Lots of discussion included logistical challenges, interim status, and combining Secretary of the Faculty and Staff with Vice Chancellor responsibilities (conflict of interest?)

Motion by Kathy Eisenmann recommending that the full time Secretary of the Faculty and Staff includes no additional administrative responsibilities reporting to the Provost or Chancellor, second by Jeff Hoffman, voice roll call, motion passed.
 - Craig will incorporate this new language into the draft position proposal due to Aaron in early April.
3. Newly approved Board of Regents Tenure policies
 - See email summary from Greg Wise, dated 3/11/2016
 - Board of Regents policies can be found at <https://www.wisconsin.edu/regents/tenure-policies/>
 - UW-Ext faculty ad hoc committee on faculty layoff, lateral transfer and retraining (led by Kathy Eisenmann) have 3 meeting dates scheduled and will be reporting progress at upcoming University Committee and/or Faculty Senate meetings. Kathy has agreed to contact Jason Beier for some legal interpretation.
4. Coordinating Membership on Identified nEXT Generation Workgroups – Jeff Hoffman
 - Today is the third meeting of the Steering Committee focusing on three questions ... What is our product from the state level? What is the process? What systems are needed to support the product? Workgroups will be developed around the product and a process will be used to develop the product. This has generated a lot of discussion. It's important to correctly frame what our product is.
 - Populating / appointing workgroups – requests will go to the Steering Committee and then on to the Sponsor Team for approval. The real work will be done through the workgroups.
 - It was suggested that faculty representation on workgroups should come from Faculty Senate.
 - A recommendation was made to seek continual feedback from staff and our County partners. With this in mind, it was suggested that the Steering Committee consider contacting Coop Ext Program Development and Evaluation (PD&E) for help in developing survey tools.

- Timeline: a call out for workgroup membership could take place in early April, work could begin by mid-April, with January 2017 as the implementation date.
 - It was suggested that the University Committee/Faculty Senate meet monthly with the designated nEXT Generation workgroups.
5. Discuss Matters Important to University Committee as it Relates to Institutional Changes
- The April 5 University Committee will meet 11am-4pm. Please note the extended meeting time.
 - April 15 UC WisLine agenda items
 - how are the nEXT Generation workgroups being identified/titled?
 - how is the scope of the work determined?
 - how do we take advantage of substantive knowledge?

~minutes submitted by Judy Ballweg~