

as a faculty member. The secretary of the faculty serves the Senate and the Systemwide Extension Council and provides background and continuity as the various governance groups rotate membership. The secretary is the faculty's liaison to the Chancellor of UW-Extension.

Systemwide Extension Council Advisory Body

A body representing all UW System institutions, the Council provides a forum for communication between administration and faculty. Its 36 members include faculty and academic staff. Extension faculty are elected by each department from among the faculty senators. Major issues confronting Extension now, and those on the horizon, are discussed. Council members represent the interest of their peers at campuses and county offices to the UW-Extension Chancellor. The Council meets four times a year.

The fundamental qualities of UW faculty appointments are set forth in state laws [Wisconsin Stats. 36.09 and 36.13] and are further detailed by the UW Board of Regents' Administrative Code. Each Wisconsin University maintains policies that implement the Administrative Code and thereby uphold faculty appointments within each UW System institution. UW-Extension's policies that guide faculty appointments are found in UWEX Chapters 1-6. In addition, the Articles of Faculty Governance further clarify rights, responsibilities and procedures for faculty. For more information on how to reference these documents, contact the UW-Extension Secretary of the Faculty.

UWEX governance business and personnel rules and policies can be found on the web at:
www.uwex.edu/gov.html &
www.uwex.edu/hdbk.html



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Faculty Responsibilities and Rights

This pamphlet can be made available in alternative formats upon request by contacting UW-Extension at the above e-mail address and phone numbers.

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Faculty ... Your Responsibilities and Rights

As a faculty member of the University of Wisconsin-Extension, your knowledge, research, and expertise are critical to meeting the educational needs of the residents of Wisconsin. Working with your 300 peers statewide, you are an integral part of a dedicated team of professional educators who embody the century-old traditions of UW educational excellence and the Wisconsin Idea. Moreover, as faculty you:

- share specific responsibilities with your peers in the concept of shared governance;
- enjoy the respect and prestige that comes with being part of a select group of colleagues; and
- have rights related to tenure, academic freedom, and due process.

Tenure ... A Career Commitment

Tenure is a career commitment – a pledge on the part of the University that you have the freedom to educate others creatively in an environment free of prejudicial influence. You directly affect the content you teach – and the methods used to teach it. Tenure is also a career commitment for you – your pledge to maintain high professional standards and to continue improving your professional skills.

Because tenure connotes a high level of commitment and recognition, it's an important step for both the faculty seeking to reach it – and the faculty serving in reviewing tenure candidates. It deserves the time and effort of every faculty member in reviewing the criteria used to assure the highest quality of faculty – and refining the process that will assure this outcome.

Shared Governance ... The Role of Faculty

Shared governance means that as a faculty member, you have representation in matters that affect you. It means you can influence policies and procedures relative to working conditions, salary, and benefits. Within committees at the department, and through the Faculty Tenure Advisory Committee, faculty carry the primary responsibility for evaluating and recommending colleagues for promotion and tenure.

Your Department

Your department offers you the possibilities for direct governance. A successful department means that each faculty member participates in its activities. UW-Extension has seven academic departments: Labor Education, Educational Communications, Environmental Sciences, Agriculture/Agri-Business, Community Resource Development, Family Development, and Youth Development. Departments function through structures such as:

- executive committee;
- rank and tenure committee;
- tenured faculty review committee; and
- the voting body as a whole.

Faculty Senate

If you want input into the policies and procedures that will affect you in Extension, get involved in the Faculty Senate. It is the major faculty governance body. The Senate consists of 22 senators; 15 elected directly to the senate, plus 7 University Committee members. All are elected by departments to serve three-year terms. All members of the department are eligible to serve as a senator. The Senate meets four times a year. The Senate's

work is conducted through ad hoc committees addressing current issues and via the University Committee, the Senate's executive committee.

University Committee

A representative from each department serves as the executive committee of the Faculty Senate. All members of the department are eligible to serve on the university committee. Here, the issues for Senate deliberations are identified and prepared for the Senate agenda. Members serve for three years. The University Committee meets monthly, in addition to the four annual Senate meetings.

Faculty Rights

Faculty have rights to assure that academic freedom, shared governance, and all other aspects of a faculty appointment are upheld. To insure that your rights as a faculty member are not violated, the UW-Extension **Faculty Hearings Committee** provides for hearings on issues not resolvable through other methods and renders opinions. The committee of six is elected by the faculty-at-large. All members of the department are eligible to serve on this committee. Members serve three years.

Faculty Resources

The secretary of the faculty can serve an important role throughout your faculty career. The secretary retains copies of current documents regarding faculty policies and procedures and can provide clarification of how they relate to you as a faculty member. In addition, the secretary of the faculty can be a valuable resource for you in resolving a faculty issue, should that need arise, by serving as a sounding board and reviewing the options available to you