University of Wisconsin-Platteville Faculty Senate Meeting  
Tuesday, May 14, 2013, 4:00 p.m.  
University Room North, Pioneer Student Center

Laura Anderson, Chair  
Charles Cornett  
Rob Hasker, Secretary  
Machelle Schroeder  
Colleen McCabe  
James Swenson  
Amanda Trewin  
Mike Compton  
Micheal Penn  

Regina Pauly  
Margarite Karsten  
Melissa Gormley, Vice Chair  
Irfan Ul-Haq  
Doyle St. John  
T.A. Sandberg  
Terry Burns  
Lisa A Merkes-Kress (Recording Secretary)

Guests:  
Barb Barnet, Mark Evenson, Raymond Spoto, Dominic Barraclough, Christina Curras, Rob Cramer

Absent:  
Dennis J. Shields (Chancellor, ex officio), David Kraemer, Joseph Sigwarth (Student Senate), Jennifer Artz

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I. **Call to Order**  
Chair Anderson called the meeting to order at 4:02 p.m.

II. **Approval of Minutes of April 23, 2013**  
The vote tallies for the bylaws changes were updated to 127 returned with 120 in favor. The minutes were approved as corrected.

III. **Approval of the Agenda**  
Agenda approved as presented.

IV. **Announcements and Reports**  
Chair Anderson welcomed the incoming senators to Faculty Senate and reminded everyone that the new senators and any senators whose term has not ended would vote for the new officers.

One-time monies will be distributed in the amount of $1032.54 and will be distributed in the June 1, 2013 payroll.

1. **Report on Faculty Elections (J. Swenson)**  
   Motion: *Cornett* moved to ratify all elections and committee assignments as submitted, seconded by *Kirk*. Motion Approved.

2. **Report on Office of Sponsored Programs (D. Cooley)**  
D. Cooley was not able to attend, so Chair Anderson reported in his absence. The Provost and Chancellor are aware of the concerns and issues regarding the director’s resignation; currently they are determining how things will be structured and they will be looking for input from the Academic Advisory Committee.

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2013 Election Report
Committee. Discussion ensued regarding the infrastructure of sponsored programs and if there will be any substantial improvements, as well as concerns about the federal grants being due and whose responsibility it is for signing these documents. More so the concern was about having someone qualified and knowledgeable with grants and the process. Chair Anderson requested that the Provost keep the Faculty Senate aware of the status and report back at the first meeting in September.

3. **Report on Faculty Representatives meeting (L. Anderson)**

The reserve fund, was the main topic at the meeting. President Reilly will be issuing a letter explaining the history and our position regarding the reserve funds. He is requesting that a new policy be created to define a reasonable reserve cap. Campuses will need to understand what the consequences might be if there is no central reserve in place. Having funds available for compensation is one of President Reilly’s main priorities.

V. **Appointments**

No appointments at this time.

VI. **Unfinished Business**

1. **Recommendations from Ad Hoc Group on the Internal Strategic Fund (M. Gormley)**

The committee was responsible for recommending changes in the current process for distributing funds. Currently this fund is one lump sum for many different grants. The committee worked with different individuals and committees and brought forward a recommendation to allocate funds in four categories. Discussion ensued about the program assessment activity fund and how this fits into this new model. A suggestion was made to create a category for anything involving program assessment activities. These would need to be approved by the Assessment Oversight Committee. Concerns were then raised about whether or not we would be losing what this proposal was meant to do.

**Motion:** *Hasker* moved to accept the recommendation one with the change of adding a portion of funds that would be administered by the Assessment Oversight Committee (AOC) for programs involving program assessment, seconded by *Cornett*.

**Amendment** – *Hasker* moved to reword the original motion to “accept the entire document and amendment.” This was accepted by Chair Anderson.

**Amendment** – Motion: *Swenson* moved to split the Assessment Activity Fund (AAF) off with a fourth bullet point to read as “with funds to be overseen by Assessment Oversight Committee (AOC) and remaining funds to revert to the existing fund now called high impact practices, and rename it to high impact practices and curricular development fund.” This motion was seconded by *Hasker*. Motion to amend approved. Main motion approved as amended.

2. **Proposed Revisions to Faculty Bylaws (B.J. Reed)**

Improvement and Learning Committee responsibility and membership changes. The Bylaws Committee proposes changing V. Responsibilities to read “Serves as the advisory board to the Teaching and Learning Center,” and strike the discussion of faculty development and retraining in VI. Membership, 10b would be completely modified as seen in document presented. **Motion:** *Swenson* moved to make the recommended changes in Section 10a Responsibilities only, seconded by *Karsten*. **Motion:**
Swenson moved to make the recommended amendments in Section 10b with the exception that we would like to restore the instructional academic staff representative, un-striking the third bullet, seconded by Cornett. Motion approved.

The Bylaws Committee proposed to remove the Ethics Committee (Section 8) in its entirety and add ethics responsibilities to Academic & Institutional Research Committee in Section 2. The committee would be renamed in Section 2 as the Academic Research & Ethics Committee. Motion: Swenson moved to approve the revised Section 2 with the retitling change, seconded by Drefcinski. Discussion about the name change to be sure to cover all the areas this committee handles. Amendment: Hasker moved to rename section 2 to Research and Ethics Committee, seconded by Swenson. Motion to amend approved. Main motion approved as amended.

The Bylaws Committee proposed to update some of the language and typos in different areas of the bylaws. Motion: Swenson moved to accept the changes in procedure A and additionally strike section D & E of this procedure and retitle D as C, seconded by Sandberg.

The Bylaws Committee proposed to reword section 8 of Academic Information Technology Commission part B of membership to show members are to be elected. A concern was raised that the additional representative from CSSE gave EMS additional power on this committee. Nearly all decisions by this committee are by consensus and that the goal of the CSSE representative was to ensure there was at least one member with a strong background in technology. Motion: Hasker moved to approve the changes with the following changes: change where it refers to vice chancellor for information technology to read chief information officer, add an item stating that there would be an ex officio from media technology services, and have three elected representatives from Engineering, Mathematics, and Science (EMS) with one member from Computer Science and Software Engineering (CSSE), seconded by Cornett. Motion approved.

3. Resolution on Internally-Funded Faculty Compensation Plan (S. Drefcinski)
The resolution was presented in order to help everyone understand how this process works and ensure transparency. The Faculty Senate should address a compensation plan to look at five key issues: compression, inversion, low salaries, market forces, and promotions. Motion: Karsten moved to accept the motion as presented, seconded by Kirk. Motion approved.

VII. New Business

1. From URSTPC: Recommendations for Changes to 2013-2014 Guidelines; Recommendation on Process to Evaluate Administrators; Calendar for Transition to New RST Process (L. Anderson)
Chair Anderson presented the guidelines for 2013-2014 for URSTPC with the main change being not using email communication for evaluations. Motion: Drefcinski moved to approve the guidelines as presented, seconded by Karsten. Motion approved.
University Rank, Salary, and Tenure Procedures Commission made the recommendation that the evaluations of the provost and chancellor be made publically available. Evaluations for deans and below are confidential by UWS guidelines, but the provost and chancellor are exempt. It was pointed out that these can be obtained by an individual through a request to the public records officer. Faculty Senate took no action on this recommendation.

The URSTPC presented the timeline for transitioning to the new RST process with the proviso that there may be other things added throughout the semesters if needed. **Motion:** Gormley moved to approve the timeline as presented, seconded by Swenson. Motion approved.

2. **Proposal to Change Institutional Review Board Membership (J. Swenson)**
   The Institutional Review Board for Human Subjects Research is interested in changing its composition. They would like to require that one member be appointed from the School of Education, require a member from Psychology (which was previously only a recommendation), and drop the recommendation that a member come from Industrial Engineering. To do this, the Faculty Senate would amend [http://www.uwplatt.edu/committees/irbsr/index.html] and [http://www.uwplatt.edu/university/documents/emp_handbook/current/Part3/university/institutional.html]

   **Motion:** Swenson moved to amend the member description in two places to read "Nine faculty with three-year staggered terms, including at least one faculty member from each college, one member of the Academic and Institutional Research Committee, one member from Psychology, and one member from the School of Education, with attention to racial and cultural diversity and gender equity in membership.,” seconded by Hasker. Motion approved.

3. **Hybrid Course Approval Process (L. Anderson)**
   The Faculty Senate approved a hybrid course policy last fall, but we need to include some sort of document for tracking/reviewing and signatures. This is of particular importance to the Distance Learning Center which will be providing the faculty training. Such a form was supposed to be developed by the UUUC, but they have been busy with reviewing the general education curriculum. A possible form was circulated.

   **Motion:** Swenson moved that the Chair create an ad-hoc committee to develop a form. This committee would report to the Faculty Senate in September, seconded by Ul-Haq. **Motion approved.**

4. **Election of 2013-2014 Faculty Senate Officers (L. Anderson)**
   Chair Anderson thanked the officers from last term and specifically thanked Hasker for all of his hard work as secretary.
   
   Nomination for Chair: Melissa Gormley. Gormley accepted.

   **Motion:** Compton moved that nominations be closed and a unanimous vote be cast to accept Gormley. **Motion approved.**

   Nomination for Vice Chair: Charles Cornett. Cornett accepted.

   **Motion:** Masoom moved to close nominations and cast an unanimous vote to accept Cornett as Vice Chair, seconded by Penn. **Motion approved.**
Nomination for Secretary: Regina Pauley. Pauley accepted.

**Motion:** Burns move to close nominations and cast a unanimous vote to accept Pauley as Secretary, Rawley seconded. Motion approved.

Gormley asked Reed to return as parliamentarian. Reed accepted.

**VIII. Adjournment**

Chair Anderson adjourned the meeting at 5:43 p.m.

Respectfully submitted,

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Rob Hasker, Secretary       Lisa Kress, Recording Secretary

*The Faculty Senate meets on the second and fourth Tuesday of the month at 4:00 p.m. in University North (Markee Pioneer Student Center). The Faculty Senate agenda is composed of items from many sources. If you wish to have an item placed on the agenda, please submit it to a Senate officer no later than eight days prior to the Senate meeting. The meetings are open to the public and all faculty members are invited to attend. The agenda is distributed to the faculty in advance of the meeting to give faculty members the opportunity to contact members of the Senate to express views on topics being discussed.*