University of Wisconsin-Platteville Faculty Senate Meeting
Tuesday, February 26, 2013, 4:00 p.m.
University Room North, Pioneer Student Center

Laura Anderson, Chair
Charles Cornett
Shane Drefcinski
Rob Hasker, Secretary
Melissa Gormley, Vice Chair
Amanda Trewin
Joseph Sigwarth (Student Senate)

Mittie Nimocks Den Herder (Provost, ex officio)
Regina Pauly
B.J. Reed
Machelle Schroeder
James Swenson
Andrea Cool (Academic Staff) for Jennifer Artz
Lisa A Merkes-Kress (Recording Secretary)

Rea Kirk
David Kraemer
Margaret Karsten
Doyle St. John

Guests:
Wayne Weber, Sheryl Wills, Arthur Ranney, Gerrad Frei, Valerie Wetzel

Absent:
Dennis J. Shields (Chancellor, ex officio), Irfan Ul-Haq, . Colleen McCabe, Jennifer Artz

MINUTES

I. Call to Order
Chair Anderson called the meeting to order at 4:01 p.m.

II. Approval of Minutes of February 12, 2013
Minutes approved as presented.

III. Approval of the Agenda
Agenda approved as presented.

IV. Announcements and Reports (R. Cramer)

1. OpenBook (R.Cramer)
   OpenBook is a website that gives easy access to State of Wisconsin expenditures or the amount of money spent to do business. The website will be live for other agencies within the next few weeks. UW system will follow shortly thereafter. HR will be working on setting up policies and data redaction. There are two phases to this website. Phase one will show individual TER’s; phase two will add payroll data.

2. Report from State Budget Meeting February 20, 2013 (R. Cramer)
   No projected base cut or lapse of funding for the UW system. Funding for specific initiatives was recommended and approved by the secretary of the Department of Administration. If the budget is approved by the state legislature, the Board of Regents will have the authority to establish compensation plans for employees of the University of Wisconsin System as of July 1. The Flexible Option will be available 2013-2014 academic year. Telecommunications are
permitted to continue membership in certain internet consortia, excluding WiscNET. UW System is working on a new network provider.

V. Appointments (J. Swenson)

1. Appointment of Osama Jadaan
Osama Jadaan has turned in his resignation for faculty senate as an at large representative. The recommendation is to replace him by Sheryl Wills as she was the runner-up in his election. **Motion:** Swenson moved to appoint Sheryl Wills to finish Jadaan’s term as at large senator, seconded by Karsten, motion passed.

VI. Unfinished Business

1. **Proposed amendments to the Faculty Constitution and Bylaws (B.J. Reed)** Memo from the bylaws committee included and available on shared drive.
   a. **Proxy voting** – Robert’s Rules indicate that if proxies are allowed at Faculty Senate meetings, then the proxy should be subject to a vote. The Bylaws Committee proposed amendments to the constitution to support this. **Motion:** Hasker moved to accept new section 10 to allow proxy voting, seconded by Kirk, motion approved. Proxy voting for councils and commissions in part II was also discussed. **Motion:** Swenson moved to accept the second reworded paragraph in this section, allowing proxy voting, seconded by Cornett, motion passed. Proxy voting in faculty committees in Article IV was discussed. **Motion:** Kirk moved to accept the first paragraph, providing for proxy voting, seconded by Pauley, motion passed.

   b. **Quorum** - According to the Department of Justice, the faculty can set the quorum at any reasonable level. The Bylaws Committee is recommending 33% of membership would qualify as a quorum for changing both the constitution and bylaws. A question was asked whether 33% was intended to be precise or more generally “one third.” The response was that 33% was a precise number. **Motion:**Cornett moved to approve the new wording, establishing quorum of 33% for changing the constitution and bylaws, seconded by Schroeder, motion approved.

   c. These changes will be brought to the faculty on March 14. It was pointed out that there may be typographical errors that need to be removed before bringing the changes to the faculty at large. **Motion:** Swenson moved to direct the senate chair to fix minor typos and errors, seconded by Hasker, motion passed.

2. **Agenda for general faculty meeting on March 14 (L. Anderson)** Anderson presented the agenda. The motions and changes approved today will be inserted before the meeting. **Motion:** Gormley moved to approve the amendments to the bylaws and constitution as presented, seconded by Karsten. Motion approved. **Motion:** Drefcinski moved to approve agenda for General Faculty meeting, seconded by Kirk, motion approved.

3. **Discussion of issues related to submission of final grades (M. Nimocks Den Herder)**
Current UW-Platteville policy states that all classes are to have a final exam or meaningful learning activity at the scheduled time. Anecdotally, the Provost
has been made aware that many instructors do not follow this policy. The Provost raised the possibility of revising this policy to reflect the actual needs of the campus. She also discussed the impact of failing to turn grades in on time. Discussion ensued. **Motion:** Drefcinski moved to charge Academic Standards to look at both issues, seconded by Swenson. Motion passed. Chair Anderson will notify Academic Standards.

VII. New Business

1. **Cancelling classes for 2014 Distinguished Lecturer Presentation (V. Wetzel)** This year's presentation will be by Valerie Plume Wilson who will discuss her book *Fair Game*. There will be a press conference, speech, Q&A, and a luncheon. Wetzel requested to have classes canceled from 10-12 on April 2, 2014, so students and faculty may attend next year's presentation. **Motion:** Swenson moved to approve the recommendation, seconded by Pauley, motion approved.

2. **Proposal to split Department of Chemistry and Engineering Physics (Doyle St. John)** This one department would like to split into two departments. **Motion:** Hasker moved to endorse splitting the department of Chemistry and Engineering Physics into two separate departments, seconded by Drefcinski, motion passed.

3. **Recording of Faculty Senate meetings (L. Anderson)**
   Anderson informed Faculty Senate she will be complying with a request by the *Expoment* staff to obtain the audio recording of the Feb. 12 meeting under the open records law. These recordings have been filed with University Archives, so this request just makes the recording available a little sooner than normal. In addition, Anderson relayed that Media Services may start charging for recordings in the future. This will be on a future agenda once Media Services has made their decisions.

VIII. Adjournment

Chair Anderson adjourned meeting at 5:13p.m

Respectfully submitted,

Rob Hasker, Secretary
Lisa Kress, Recording Secretary
Agenda
Thursday, March 14, 2013
4:00 p.m. Nohr Gallery/ Ullsvik

1) Call to order

2) Announcements and introductions

3) Approval of minutes of general faculty meeting on August 25, 2008

4) Announcement of amendments to the Faculty Constitution (see attached)
   a) Article II, Section 1 “Name and Membership”
   b) Article III, Section 6 “Quorum”
   c) Article IV, Section 2 (b) “Responsibilities”
   d) Article V “Faculty Senate”

5) Approval of amendments to the Faculty Bylaws (see attached)
   a) Removal of Part III “Personnel Rules and Procedures” from the Faculty Bylaws
   b) Amendments to Part II “Governance Structure” and Part IV “Amendments”
      i) Part II, Article III, Section 5
      ii) Part II, Article III, Section 6
      iii) Part II, Article IV, Section 13 (new)
      iv) Part II, Article V, Section 3
      v) Part II, Article V, Section 4 (remove section)
      vi) Part II, Article VI (remove article)
      vii) Part IV III “Amendments”
   c) Addition of language on proxy voting
      i) Part I, Article VII, Section 10 (new)
      ii) Part II, Article III, Section 1 (d)
      iii) Part II, Article IV, Section 1 (g)
   d) Amendments to Part IV “Amendments”
   e) Amendment of Faculty Senate membership to include instructional academic staff
      i) Part I, Article IV, Section 4 (new)
      ii) Part I, Article IV, Section 3 (6) (e) (new)
      iii) Part I, Article V, Section 1
      iv) Part I, Article V, Section 3
      v) Part I, Article VI, Section 4
   f) Other amendments and corrections
      i) Part I, Article II
      ii) Part I, Article III, Section 3
      iii) Part I, Article III, Section 8
      iv) Part I, Article VI, Section 1
      v) Part II, Article I
      vi) Part II, Article III, Section 3 (b)
      vii) Part II, Article IV, Section 10 (b)
      viii) Part II, Article IV, Section 12 (c)

February 15, 2013

MEMO

To: Faculty Senate
From: Bylaws Committee; B. J. Reed, 2012-13 Chair
Subject: Changes to Faculty Bylaws for Proxy Voting and Quorum
The Faculty Senate asked the Bylaws Committee to address voting by proxy (which is prohibited by Robert’s Rules, but used in faculty councils, commissions, and committees) and specify what a quorum is for the purpose of amending the bylaws. The Bylaws Committee has the following recommendations to make.

Proxy voting
The Faculty Senate asked the Bylaws Committee to review proxy voting. Current practice is reflected in the recommendations. However, if the Faculty Senate decides to follow Robert’s Rules, current practice would be prohibited. Therefore, optional wording is provided for each of three recommendations that reflect current practice.

4.2 The Faculty Bylaws
Part I Faculty Senate
Article VII Meeting
New Section 10 Voting
Each Faculty Senate member, unless designated as non-voting, shall be eligible to vote. A senator who will be absent from a meeting may select a proxy from the eligible faculty or academic staff with advance written notice to the Faculty Senate chair. This substitution, if approved by the Faculty Senate, shall be announced at the beginning of a meeting and will be allowed to vote at that meeting, if the senator has voting privileges.

[Alternative to new Section 10 Voting.]
Each Faculty Senate member, unless designated as non-voting, shall be eligible to vote. Proxy voting is not allowed at Faculty Senate meetings.

Part II Governance Structure
Article III Councils and Commissions
Section 1 Definitions and General Procedures
d. Voting. Each council or commission member, unless designated as non-voting, shall be eligible to vote. Faculty substitutes will be announced at the beginning of a meeting and will be allowed to vote. The faculty substitute must meet the same eligibility requirements as the faculty member being replaced. Faculty substitutes are only approved by the council or commission by majority vote for a single meeting.

[Alternative wording for entire paragraph.]
Each council or commission member, unless designated as non-voting, shall be eligible to vote. A substitute must meet the same eligibility requirements as the member being replaced. Substitutes are only approved by the council or commission by majority vote for a single meeting. Substitutes will be announced at the beginning of a meeting and will be allowed to vote, if replacing a voting member.

[Alternative wording to prohibit proxy voting.]
Each council or commission member, unless designated as non-voting, shall be eligible to vote. As substitute for an absent member is not allowed to vote.

Part II Governance Structure
Article IV Faculty Committees
Section 1 Definitions and General Procedures
f. All ex-officio committee and board members are non-voting unless otherwise indicated.
[Replace wording in “f” above to address voting.]
Each committee member, unless designated as non-voting, shall be eligible to vote. All ex-officio committee members are non-voting unless otherwise indicated. A voting member who will be absent from a meeting may select a proxy from the eligible faculty or academic staff with advance written notice to the committee chair. This substitution, if approved by the committee by majority vote at a meeting, will be allowed to vote at that meeting. The substitution shall be announced at the beginning of the meeting.
[Optional wording to prohibit proxy voting.]
Each committee member, unless designated as non-voting, shall be eligible to vote. All ex-officio members are non-voting unless otherwise indicated. Substitutes for an absent committee member are not allowed to vote.

Amending the Bylaws
The Faculty Constitution has a phrase in it that contradicts the recommendation from the Bylaws Committee to achieve amendments to the bylaws (not the constitution). This is a fine point. To be clear, both should be changed. However, the change could possibly stand alone, it just presents a dilemma that would subject to interpretation. Generally, though, the constitution trumps the bylaws.

Faculty Constitution

**Article III Meetings**

**Section 6 Quorum**

At least 33% majority of the membership as defined in Article II, Section 1, under contract at the time of the meeting, shall constitute a quorum.

Note, this change would allow changing the constitution easier than it is now, by allowing a smaller group of people to gather and vote. The Faculty Senate did not ask for a change to the constitution.

Part IV Amendments

**Section Article 1**

Proposed amendments to the Faculty Bylaws may be initiated by the Faculty Senate or may be submitted to the Senate by a petition of at least 10% of the university faculty. Such proposed amendments shall be submitted to the faculty by mail at least ten days prior to a general faculty meeting, and will become effective if approved by a majority vote of the faculty members present and voting with a “yes” or “no” response.

**Section Article 2**

Parts II and III of the Faculty Bylaws may also be amended by a majority vote of the full Faculty Senate at a Faculty Senate meeting following the publication of the proposed amendment in the minutes of the Faculty Senate. Such amendments become effective ten (10) working days following their publication in the Faculty Senate minutes unless 10% of the university faculty file an objection with the Faculty Senate Chair prior to the effective date. In the absence of such an objection, the amendment shall remain in effect only on the affirmative vote of the majority of the faculty members present and voting “yes” or “no” at the next duly constituted general faculty meeting.

[Optional wording to allow a smaller quorum, which is assumed to be more than 50% of a group. Eliminate Sections/Articles 1 and 2. Substitute new wording.]

Proposed amendments to the Faculty Bylaws may be initiated by the Faculty Senate or may be submitted to the Senate by a petition of at least 10% of the university faculty. A two-thirds majority vote of the Faculty Senate at a Senate meeting is required to approve such an amendment. Proposed amendments shall be submitted to the faculty in writing at least 15 working days prior to a general faculty meeting, and will become effective immediately if approved by a majority vote of the faculty members present and voting with a “yes” or “no” response. For the purpose of amendments to the Faculty Bylaws, a general faculty meeting must have a quorum of at least 33% of the faculty.
Note that this change does not make amendments effective immediately after a Faculty Senate vote, but only after approval from the faculty at a meeting of same where at least a 33% quorum is realized. This encourages Faculty Senate to call a faculty meeting each semester, or at least once a year, if Bylaws amendments are pending.

**Miscellaneous**

Of course, as the Bylaws Committee was reviewing the Bylaws for these changes, a few minor errors were noted. These are not substantive changes, but should be added to the amendments to be proposed at the faculty meeting in March. They are simply put:

Where the Faculty Bylaws are mentioned, the name should be Faculty Bylaws (not General Faculty Bylaws) = 2 changes (1 in the Constitution and one in the Faculty Bylaws).

In Part II Governance Structure, the three sections under Article I should be titled “Section 1 Senates,” “Section 2 Membership,” and “Section 3 Open Meeting.”

In Part II Governance Structure, the last paragraph in Section 2 Membership has an awkward end to the sentence. **Strike extra spaces and “Policy” at the end of this paragraph. Insert a period after “University Rank Salary and Tenure Policy Commission.”**

Throughout the Faculty Bylaws and other parts of the Employee Handbook, remove “Teaching Excellence Center” and replace with “Teaching and Learning Center.”

Under Part II Governance Structure, Article IV Faculty Committees, Section 12 University International Education Committee, **delete “Executive” when listing “Director of International Programs” as an ex-officio member.**

Under Part IV Amendments, change “Section 1” and “Section 2” to “Article 1” and “Article 2.” In the Faculty Bylaws, Parts are divided into Articles, but Articles are divided into Sections.