University of Wisconsin-Platteville Faculty Senate  
Tuesday, November 25, 2014, 4:00 p.m. University Room North, Pioneer Student Center

Attendees:
- Charles Cornett (EMS, 2015) Chair
- Rea Kirk (LAE, 2016) Secretary
- Tera Montgomery (BILSA, 2017)
- Benjamin Collins (EMS, 2017)
- Irfan Ul-Haq (EMS, 2015)
- Margaret Karsten (BILSA, 2015)
- Mike Compton (BILSA, 2016)
- Rosalyn Broussard (LAE, 2015)
- John Berg (Karr Library, 2017)
- T.A. Sandberg (LAE Ac. Staff Rep, 2015)
- Dennis J. Shields (Chancellor, ex officio)
- Mittie Nimocks Den Herder (Provost, ex officio)
- Joe Sigwarth (Student Senate Liaison)
- Lisa Merkes-Kress (Recording Secretary)

- Terri Burns (LAE, 2016 at-large) Vice Chair
- Abulkhair Masoom (EMS, 2016 at-large)
- B.J. Reed (Parliamentarian)
- Lisa Riedle (EMS, 2017)
- Joseph Clifton (EMS, 2015 at-large)
- Amanda Tucker (LAE, 2017)
- Michael Penn (EMS, 2016)
- Sheryl Wills (EMS, 2015 at-large)
- James Almquist (EMS Ac. Staff Rep, 2016)
- Misty Lemon-Rogers (BILSA Ac. Staff Rep, 2017)

- Rob Cramer (Vice-Chancellor, ex officio)
- Patricia Pothour (Academic Senate Liaison)

Guests: Dominic Barraclough, Joanne Wilson, Melissa Gornley, Bidhan Roy, Art Ranney, Wayne Weber, Samantha Way, Hannah Corcoran, Jeremy Cieslewicz, Lennie Ballosh, Rex Reed, News writing students

MINUTES

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

II. Roll Call (sign-up sheet)

III. Approval of Minutes of November 11, 2014
Ul-Haq moved to approve the minutes “as corrected,” seconded by Wills. Minutes approved.

IV. Approval of the Agenda
Burns motioned to approve the agenda, seconded by Penn. Agenda approved.

V. Announcements and Reports
1. Recycle Mania (A. Seeboth)
   No one in attendance to report, discussion postponed.

2. Research and Ethics Committee (B. Roy)
   Committee would like to change the SAIF submittal and review dates by one week.
   MOTION: Penn moved to endorse the change, seconded by Compton. Motion carried.

3. Update from Faculty Reps Meeting (M. Gormley)
   First half of the meeting was devoted to these three topics: compensation, development of a strategic plan, and continued dialogue with the legislature and the governor’s office. Second half of the meeting dealt with edTPA (Teacher Performance Assessment).

   The November Board of Regents meeting will focus on chapters 4, 7, and 11 dealing with sexual assault and sexual harassment reporting. The December Faculty Reps meeting will work on streamlining the process for applying and approving programs. They will also be making the nine vs. 12-month pay option a priority.

4. Faculty Governance Dinner (C. Cornett)
   The off campus governance dinner will be December 9; Chair Cornett will be emailing the invitation and asking for RSVP within the next couple of days.
VI. Unfinished Business

5. Hybrid Course Policy (T. Burns)
Burns presented the approved hybrid policy from the February 28, 2012 meeting and the rejected Hybrid Course form, from September 10, 2013 for discussion. We needed to define what a hybrid course was to meet federal guidelines and it was brought to Faculty Senate so faculty could have a voice in defining what exactly a hybrid course is. During registration, students need to be informed and aware they are taking a hybrid course. After substantial discussion regarding the difference between flipping classrooms, hybrid courses, and creating a definition/policy for flipping classrooms and hybrid courses, discussion was postponed until December the 9 meeting. Please review the documentation provided by Burns at the meeting for future discussion.

6. APC (Academic Planning Council) – Bylaws (T. Burns)
Burns presented concerns with the APC program review, the wording of the bylaws, and clarity of the language for the APC charge. Discussion ensued about Assessment Oversight Committee (AOC) not being a faculty governance committee, what AOC’s role is, how AOC fits into the Higher Learning Commission (HLC) process, and creating a general education committee.

- **MOTION:** Burns moved to clarify the process by which we review academic programs, and that Faculty Senate ask the by-laws committee to:
  1) Make the Assessment Oversight Committee into the governance committee starting next academic year, and include in its responsibilities the review of academic programs
  2) Add the review of programs to the charge of the Academic Standards Committee and the Academic Planning Council.

After extended discussion and because of lack of time, Chair Cornet postponed discussion for further review. Burns will forward information to Chair Cornett and he will distribute to staff for review and feedback.

7. Office Hour Policy Proposal (B. Collins/M. Compton)
Discussion ensued about how the proposal was created, with the following concerns:

- How do you measure academic student organizations?
- Credit loads,
- Should there be a prorated scale?,
- Should there be a baseline for hours in office?,
- How are office hours issues reflected in have to do with the COACHE survey?,
- How does this proposal decrease faculty workload?,
- Proposal would not have faculty reaching all students,
- Students want accessibility, using Outlook calendaring feature is most beneficial,
- What is the definition of office hours?
- Provost would like to see wording of “Faculty are accessible and responsive in a timely fashion” added

Sigwarth, Student Senate president reported that students are supportive of the proposal. Sandberg reported for the Academic Staff, and they are supportive of the proposal. After substantial discussion, the following action was taken:

- **MOTION:** Collins moved to approve the proposal as presented, seconded by Kirk
  Further discussion ensued.

- **AMENDMENT:** It was moved by Sandberg, seconded by Karsten, and carried to amend the original motion by inserting the words “All part-time instructional staff must allocate a proportionate number of hours based on the percentage of their appointments.”
More discussion ensued and but due to time, discussion on the motion was postponed until the December 9 for more discussion.

VII. New Business
8. Outstanding Education Strategic Planning Group (I. Ul-Haq)
Ul-Haq presented the columns of learning and development and discussed what the committee's role is. Please email Ul-Haq suggestions, feedback, or proposals, on the following questions by December 15:

- Does the definition accurately reflect our university?
- Is there anything we missed?
- What areas should we focus on?
- Any other comments?

9. Commencement Dates Spring 2015 (J. Wilson)
Wilson presented options for spring 2015 commencement dates and after considerable discussion, the following action was taken:

**MOTION:** Clifton moved to have three ceremonies this spring 2015 and then 2016 have commencement the week after finals and have four ceremonies, seconded by Karsten. Motion carried.

VIII. Next Meeting Date December 9, 2014
IX. Adjournment

Chair Cornett adjourned the meeting at 5:51 p.m.

Respectfully submitted,

Rea Kirk, 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.*