The annual spring meeting of the University Faculty and University Academic Staff was called to order by Chancellor Levin-Stankevich at 12:00 p.m. on Tuesday, April 20, 2010, in the Alumni Room, Davies Center. Susan Harrison, Chair of the University Senate was then asked to preside over the business portion of the meeting.

1. Report of the University Faculty Nominating Committee – Susan Harrison, University Senate Chair in place of Sherrie Serros, Chair of the University Faculty Nominating Committee
On behalf of University Faculty Nominating Committee, following names placed in nomination for University Faculty vacancies

UNIVERSITY FACULTY NOMINATING COMMITTEE
3 vacancies
2-year term; non-consecutive
Vote code 1, 4
1. Mary Beth Leibham, Psychology
2. Nick Phillips, Music & Theatre Arts
3. Brian Woodcock, Philosophy & Religious Studies

- No additional nominations from floor

FACULTY COMPLAINT, GRIEVANCE AND TERMINATION REVIEW COMMITTEE
6 vacancies
3-year term; must be tenured
1. James Phillips, Chemistry
2. Susan O'Brien, Art & Design
3. Jan Larson, Communication & Journalism
4. Jill Pinkney Pastrana, Foundations of Education
5. Robin Beeman, Nursing
6. Jeff Janot, Kinesiology

- No additional nominations from the floor

UNIVERSITY SENATE FACULTY PERSONNEL COMMITTEE
2 vacancies
1 from Business and 1 from Nursing
3-year term
Vote code 1, 4
1. Abraham Nahm, Business, Management & Marketing
2. Linda Duffy, Nursing
3. Sue Peck, Nursing

- No additional nominations from floor

COMPENSATION COMMITTEE
1 vacancy
3-year term
Vote code 1, 4
1. Diane (Kate) Masarik, Mathematics
   - No additional nominations from floor

MOTION by Sherrie Serros to suspend the rules to allow the report of the Nominating Committee to stand as the election results for the Faculty Nominating Committee, Faculty Complaint, Grievance and Termination Review Committee, Compensation Committee, and the Business Representative on the University Senate Faculty Personnel Committee and to have the Nursing vacancy filled through electronic ballot, seconded and PASSED without dissention.

2. Report of the University Academic Staff Nominating Committee – Susan Harrison, University Senate Chair in place of Vicky Petermann, Chair of the Academic Staff Nominating Committee
   On behalf of Nominating Committee, following names placed in nomination for University Academic Staff vacancies

UNIVERSITY ACADEMIC STAFF NOMINATING COMMITTEE
2 vacancies
2-year term; non-consecutive
Vote code 5, 6, 7
1. Nicole Wohlrab, Housing/Resident Life
2. Lisa Schuetz, Recreation
   - No additional nominations from floor

MOTION by Constance Russell to suspend the rules to allow the report of the Nominating Committee to stand as the election results for the University Academic Staff Nominating Committee, seconded and PASSED without dissention.

ACADEMIC STAFF COMPLAINT, GRIEVANCE, AND REVIEW COMMITTEE
3 vacancies
2-APAS and 1-IAS
3-year term
APAS vote code: 5, 7; IAS vote code: 4, 6
1. Traci Thomas-Card, English, IAS
2. Julie Poquette, News Bureau, APAS
3. Angie Bong, University Centers, APAS
4. Creanna Cote, Admissions, APAS
   - No additional nominations from floor

MOVED to suspend the rules to allow the report of the Nominating Committee to stand as the election result for the IAS Representative on the Academic Staff Complaint, Grievance and Review Committee and have the APAS vacancies filled through electronic ballot, seconded and PASSED without dissention.

ACADEMIC STAFF PROFESSIONAL DEVELOPMENT COMMITTEE
3 vacancies
Vote code 4, 5, 6, 7

1. Donna Lehmkuhl, Academic Affairs
2. Staci Heidtke, Career Services
3. Samantha Potempa, International Education
4. Sheila Pederson, Publications

- No additional nominations from floor

ADMINISTRATIVE REVIEW COMMITTEE
2 vacancies
(1) 3-year term and (1) 1-year term
Vote code 5, 7
1. Troy Terhark, Recreation
2. Quincy Chapman, Housing/Resident Life
3. Joan Sosalla, Educational Opportunity Center

- No additional nominations from floor

MOTION by Andrea Gapko to allow the vacancies to be filled through electronic ballot, seconded and PASSED without dissention.

UNIVERSITY SENATE ACADEMIC STAFF PERSONNEL COMMITTEE
2 vacancies
3-year term
(1) IAS and (1) APAS
APAS vote code: 5, 7 and IAS vote code 4, 6
1. B. Jill Smith, Geography/Anthropology, IAS
2. Earl Shoemaker, Student Support Services, APAS
3. Donna Weber, Human Resources, APAS
4. Jesica Witte, Career Services, APAS

- No additional nominations from floor

MOVED to suspend the rules to allow the report of the Nominating Committee to stand as the election result for the IAS Representative on the University Senate Academic Staff Personnel Committee and have the APAS vacancy filled through electronic ballot, seconded and PASSED without dissention.

COMPENSATION COMMITTEE
1 vacancy
3-year term
Vote code 5, 6, 7
1. Jackie Bonneville, Advising/New Student Initiatives
2. Earl Shoemaker, Student Support Services

- No additional nominations from floor

MOVED to allow the vacancies to be filled through electronic ballot, seconded and PASSED by two-thirds vote.
UNIVERSITY SENATE
3 vacancies
(2) 4-year terms and (1) 2-year term for the IAS position
IAS vote code: 6 and UAS vote code: 5
1. Earl Shoemaker, Student Support Services, UAS
2. 
3. 
• No additional nominations from the floor

MOVED to suspend the rules to allow the report of the Nominating Committee to stand as the election results for the University Senate and the remaining vacancies to be filled during fall elections through University Senate according to the Constitution and Bylaws, seconded and PASSED without dissention.

3. Proposed amendment introduced by Chair of University Senate, Susan Harrison
[Details placed at the end of these minutes.]

4. Status of upcoming Union elections
• Wisconsin Employment Relations Commission is working with UW System and AFT is working with our faculty here at UWEC
• Elections tentatively scheduled for:
  • Tuesday, May 18th from 12:00 p.m. – 6:30 p.m.
  • Wednesday, May 19th from 8 a.m. – 1 p.m.
• One representative from Wisconsin Employment Relations Commission and a Union Representative should be available as well as someone from UWEC and possibly someone from System
• Format will be paper ballots

5. Reports of and Q&A with Faculty Representative and Academic Staff Representative to UW-System
• Faculty Reps Report – Geoff Peterson
  • Has been a busy year
  • E-Campus and Growth Agenda
    • Is an on-line portal designed to encompass all the online classes throughout our system
    • Limited amount of feedback from the universities on what is thought of this
    • Faculty Reps as a whole are opposed to the speed in which this is moving forward
    • Starting in the Fall there is to be a coordinated system-wide online portal for everyone to go to take on-line classes and take them from any campus that they want to
    • Allocated $2 million to advertise this both state-wide and regionally
    • Goal is to get more people to take more online classes
    • Question of who “owns” these classes and what they are going to do about the differences in the cost of tuition still has not been sorted out
    • Moving very rapidly but UWEC will have to respond and adjust
    • Sense that many do not know where E-Campus is going
    • Should have advising, how to find the right class, and transfer wizard built into it as well
    • Many things not sorted out
      • Cost issues not been addressed
      • Students can be dual or triple enrolled
      • Haven’t dealt with accreditation issues
Many states have gotten rid of their on-line offerings but there are still a few states that do have them.

Many components included in the Growth Agenda but is tied to the new 4-year degree that will be offered at 2-year campus.

Offering, in theory, with a 4-year campus as they have to partner with them.

All that have been authorized to move forward so far have partnered with UW-Superior.

Don’t know what that means exactly.

Target is for place bound adults who want to finish degrees.

A lot of discussion on what constitutes a faculty senate.

Academic Staff Rep – Jennifer Lee

Growth Agenda Initiatives

Focused on how to serve broader range of students, their different needs and how to support these students.

Spent a lot of time talking about Personnel Issues, in particular, Unclassified Staff Personnel Guidelines, UPG 3.05.

Essentially it outlines our policies.

Audit supposed to be done bi-annually but it hasn’t been done since 1990.

Coming to look to see if they align with guidelines and make sure that we are following them.

Audit done by UW-System Human Resources.

Spent time talking about personnel and benefits.

ASPRO sent out a survey on what Academic Staff are looking for in benefits.

Have had reports from the Workforce Compensation Committee.

Group is made up of a Faculty and Academic Staff Representative as well as many business people.

Committee is to look at the compensation of UW-System employees and see how we compare, where are deficits are and we see what we can do to improve.

Have met 3 times now.

Should hear in June on the findings of their report.

According to the System Advisory on Compensation Faculty are about 6%-8% and Academic Staff are about 23% behind peers.

University Insurance Association is still looking for volunteers.

Please contact Geoff Peterson, Jennifer Lee or Susan Harrison.

6. Miscellaneous Business

None.

Without objection, meeting adjourned at 12:29 p.m.

Submitted by,

Tanya Kenney

Secretary to the Faculty and Academic Staff
REPORT for the University Faculty and University Academic Staff

Brief History of Issue - why the issue is being considered:
The current Faculty and Academic Staff handbook has not been printed since the Fall 2006 edition. An effort is underway to develop a web portal providing a link to the numerous university policies established, changed, and housed by various organizations throughout the university.

The majority of Chapter 1 (the description of the History and role in Higher Education), Chapter 2 (Administrative Organization), Chapter 6 (Privileges, Benefits, and Services) and the last part of Chapter 7 (the use of Campus Buildings) are maintained by other organizations on campus and do not require the approval of the governance structure of the University Faculty and University Academic Staff for changes. This information will be available through a variety of links on the web portal.

Language in Chapter 3 (Faculty and Staff Organization), Chapter 5 (Personnel Policies and Procedures), and the first part of Chapter 7 (Instructional and Academic Information) is changed through University Faculty and/or University Academic Staff governance. A few additional items approved through governance are found in Chapters 1, 2, and 6.

Robert's Rules of Order states "A standing committee must be constituted by name (a) by a specific provision of the bylaws" … "If certain standing committees are enumerated in the bylaws, an inference arises that there shall be no others unless the bylaws also include a provision authorizing their appointment." As we strive to reach our goals of the Centennial Plan and of the Blugold Commitment, it is likely that additional standing committees may need to be created and the membership and/or functions of existing standing committees adjusted. It is easier to respond to such changes if the details of the committee membership and function are located in the Bylaws rather than the constitution.

Points Presented to the University Senate:

The proposed outline is an attempt to bring all items that need governance approval together under one heading. While the web portal will provide links from different directions for easy access to the subsections of this outline, the intent is for the whole document to be available for easy searching and for printing, if so desired.

The proposed outline also includes suggested changes to facilitate the move of committees from the Constitution to the Bylaws while preserving the authority of the faculty and academic staff to create or abolish such committees.

Efforts are ongoing to streamline the actual content of Chapters 3, 5, and 7. In the future, such proposed changes in content and in organization within the constitution, if necessary, will come before the University Faculty and University Academic Staff for ratification. Changes in the related Bylaws will come before the appropriate members of the University Senate for approval.

The Administrative Org Chart, Sexual Harassment Policy, Open Meetings Laws, Mission and other items will be indexed on the policy web page and do not need to appear in the Constitution/Bylaws. Library circulation information (Chapter 6) will be on the library site.

Pros of Recommendation:
Having all governance-related items in one area makes it easier to know what items need to go through governance to be changed and makes maintenance easier. Having the Faculty and Academic Staff sections split within the personnel rules will make it clearer as to which
governance group is responsible for each section when changes are requested. Changes to committee memberships and functions within the Bylaws will be easier to facilitate.

**Cons of Recommendation:**
Careful attention will need to be paid to the final version to ensure no content is lost in the reorganization. Extra caution will be necessary to ensure an archive trail of changes is maintained.

**Technology/Human Resource Impact:**
Maintaining the policies on a web site requires storage space for the document and time for those charged with updating the site to do so. However, resources are saved by reducing the amount of paper consumed by not printing hard copies of the handbook.

**Committee Recommendation:**

> That the proposed changes in outline and content of the Constitution and Bylaws be forwarded to the University Faculty and University Academic Staff for approval.

**Recommendations:**

Inherent in the overall recommendation are 7 separate recommendations – the approval of the overall outline presented and the approval of suggested changes in the three sections of the Constitution and the three sections of the Bylaws.

**Recommendation #1 (to be ratified by both UF and UAS)**

> The proposed outline for Faculty and Academic Staff Rules and Procedures be approved as shown.

**Recommendation #2 (to be ratified by University Faculty)**

> The proposed wording changes to Part Two – the Constitution, Article One – University Faculty and the move of the committee structure to the Bylaws be approved as shown.

**Recommendation #3 (to be ratified by University Academic Staff)**

> The proposed wording changes to Part Two – Constitution, Article Two - University Academic Staff and the move of the committee structure to the Bylaws be approved as shown.

**Recommendation #4 (to be ratified by both UF and UAS)**

> The proposed wording changes to Part Two - Constitution, Article Three – University Senate and the move of the committee structure to the Bylaws be approved as shown.
Recommendation #5 (to be ratified by University Faculty)

The proposed Bylaw wording changes in Part Three - Bylaws, Article One – University Faculty be approved as shown.

Recommendation #6 (to be ratified by University Academic Staff)

The proposed Bylaw wording changes in Part Three - Bylaws, Article Two – University Academic Staff be approved as shown.

Recommendation #7 (to be ratified by both UF and UAS)

The proposed Bylaw wording changes in Part Three - Bylaws, Article Three – University Senate be approved as shown.

Faculty and Academic Staff Rules and Procedures

Part I: Wisconsin Statutes and Administrative Code Definitions

Text for Part I moved from the section shown in the current FASH prior to the current Constitution

The Constitution of the University Faculty and the University Academic Staff is based on Chapter 36 of the Wisconsin Statutes and on the Wisconsin Administrative Code: Rules of Board of Regents of the University of Wisconsin System (abbreviated UWS).

Article 1: Wisconsin Statutes

Wisconsin Statute 36.09[3]

Chapter 36 of the Wisconsin Statutes defines, for the University of Wisconsin System, the primary responsibilities of chancellors in educational policy-making and in institutional governance:

(a) The chancellors shall be the executive heads of their respective faculties and institutions and shall be vested with the responsibility of administering board policies under the coordinating direction of the president and be accountable and report to the president and the board on the operation and administration of their institutions. Subject to board policy the chancellors of the institutions in consultation with their faculties shall be responsible for designing curricula and setting degree requirements; determining academic standards and establishing grading systems; defining and administering institutional standards for faculty peer evaluation and screening candidates for appointment, promotion and tenure; recommending individual merit increases; administering associated auxiliary services; and administering all funds, from whatever source, allocated, generated or intended for use of their institutions.

(b) The chancellor may designate a person as provost, to act as chief executive officer of the institution in the chancellor's absence, if the person currently holds a limited appointment as vice chancellor, associate chancellor, assistant chancellor, associate vice
The chancellor or assistant vice chancellor. The chancellor may not create an additional administrative position for the purpose of this paragraph.

**Wisconsin Statue 36.09[4]**
Chapter 36 of the Wisconsin Statutes defines, for the University of Wisconsin System, the primary responsibilities of faculty members in educational policy-making and in institutional governance:

The faculty of each institution, subject to the responsibilities and powers of the Board, the president and chancellor of such institution, shall be vested with the responsibility for the immediate governance of such institution and shall actively participate in institutional policy development. As such, the faculty shall have the primary responsibility for academic and educational activities and faculty personnel matters. The faculty of each institution shall have the right to determine their own faculty organizational structure and to select representatives to participate in institutional governance. (Wis. Stats. 36.09 [4])

**Wisconsin Statue 36.09[4m]**
Chapter 36 of the Wisconsin Statutes defines, for the University of Wisconsin System, the primary responsibilities of academic staff members in institutional governance:

The academic staff members of each institution, subject to the responsibilities and powers of the board, the president and the chancellor and faculty of the institution, shall be active participants in the immediate governance of and policy development for the institution. The academic staff members have the primary responsibility for the formulation and review, and shall be represented in the development, of all policies and procedures concerning academic staff members, including academic staff personnel matters. The academic staff members of each institution shall have the right to organize themselves in a manner they determine and to select their representation to participate in institutional governance. (Wis. Stats. 36.09 [4m])

**Wisconsin Statue 36.09[5]**
Chapter 36 of the Wisconsin Statutes defines, for the University of Wisconsin System, the primary responsibilities of students in institutional governance:

The students of each institution or campus subject to the responsibilities and powers of the board, the president, the chancellor and the faculty shall be active participants in the immediate governance of and policy development for such institutions. As such, students shall have primary responsibility for the formulation and review of policies concerning student life, services and interests. Students in consultation with the chancellor and subject to the final confirmation of the board shall have the responsibility for the disposition of those student fees which constitute substantial support for campus student activities. The students of each institution or campus shall have the right to organize themselves in a manner they determine and to select their representatives to participate in institutional governance.

**Article 2: Administrative Code Definitions**

*Definitions copied from Chapter 5 – Personnel Rules*

The Wisconsin Administrative Code is a collection of state agency rules developed by the policy-making body of each State of Wisconsin agency under authority provided in the Wisconsin Statutes. The section of the Wisconsin Administrative Code pertaining to the University of Wisconsin System is officially entitled *Rules of Board of Regents of the University of Wisconsin System* (abbreviated UWS).
UWS 1.01 Academic Staff
“Academic Staff” means professional and administrative personnel, other than faculty and classified staff, with duties and types of appointments that are primarily associated with higher education institutions or their administration.

UWS 1.04 Faculty
“Faculty” means persons who hold the rank of professor, associate professor, assistant professor, or instructor in an academic department or its functional equivalent in an institution. The appointment of a member of the academic staff may be converted to a faculty appointment in accordance with UWS 3.01 (1)(c).

UWS 1.05 Faculty Status
By action of the appropriate faculty body and Chancellor of an institution, members of the academic staff may be designated as having “faculty status.” Faculty status means a right to participate in faculty governance of an institution in accordance with the rules of the institution. Faculty status does not confer rank or tenure or convert an academic staff appointment into a faculty appointment.

Part II: Constitution of the University Faculty and University Academic Staff

(Article One: University Faculty

Section A – Name:
The name of this organization is the University Faculty of the University of Wisconsin-Eau Claire.

Section B – Purpose:
The purpose of this organization is to enable the University Faculty to exercise its responsibility for the immediate governance of the institution under the leadership of the Chancellor and within the framework established by the Board of Regents of the University of Wisconsin System in accordance with Chapter 36.09 of the Wisconsin State Statutes.

Section C – Definitions:
The University Faculty is composed of three groups:
1. tenured or probationary faculty who hold the rank of professor, associate professor, assistant professor, or instructor in an academic department or its functional equivalent;
2. academic staff who have been designated as having faculty status by the faculty and the Chancellor of the University of Wisconsin-Eau Claire, as outlined in the Bylaws; and
3. limited appointees (e.g., academic deans, director of libraries) who hold concurrent ranked faculty appointments in academic departments or functional equivalents. (US 10/04)
For purposes of eligibility for membership on University Faculty committees that require academic staff membership, academic staff is academic staff without faculty status that are eligible to vote in academic staff elections.

Section D – Voting:
University Faculty who are employed for one-half time or more have the privilege of voting.

Section E – Meetings:
The University Faculty shall meet in regular sessions two times a year at the call of the Chancellor. One of those meetings shall be at or near the beginning of the fall semester. The second meeting, to be held in April, shall include the report of the nominating committee, as provided by Article One, Section G, of this constitution, as outlined in the Bylaws of the University Faculty, and provide an opportunity for nominations from the floor. Special meetings of the University Faculty may be called by the Chancellor or upon the request of 15 percent of the University Faculty members eligible to vote. Written notice of the time, place, and agenda of University Faculty meetings shall be given to each University Faculty member at least 48 hours in advance.

Section F – Presiding Officer:
The Chancellor or the Chancellor's designated representative presides at University Faculty meetings.

Section G – University Faculty Committees:
{Inserted text appeared in the section currently located just prior to the constitution Language added to establish a process for establishing or abolishing standing committees.}

Standing committees of the University Faculty shall be established or abolished following the same procedures as those established for amending this Article. Membership and functions of all University Faculty standing committees shall be included in the Bylaws. The University Faculty may, either directly or by action of the University Faculty members of the University Senate, establish ad hoc committees.

Election is by mailbox ballot following nominations from the floor at the spring University Faculty meeting. In the event an elected member of a committee is unable to fulfill the duties of the committee due to an official leave (sabbatical, medical leave, etc.), the Committee Chair may request a temporary replacement of that member following the established procedures for filling vacancies on committees as outlined in the Bylaws of the University Faculty. (US 11/03)

{To provide for a more flexible method for updating the membership and functions of standing committees, all committee descriptions are moved to the Bylaws.}

1. University Faculty Nominating Committee
   a. Membership:
   b. Functions:

Section H – Relationship of the University Faculty to the University Senate:
The University Senate is empowered to act for the University Faculty, which may review and overrule any action of the University Senate. Such review may be initiated by a request for a special meeting as provided in Article One, Section E.

Article Two: University Academic Staff

Section A – Name:
The name of this organization is the University Academic Staff of the University of Wisconsin-Eau Claire.

Section B – Purpose:
The purpose of this organization is to enable the University Academic Staff to be active participants in the immediate governance of and policy development for the University within the framework established by the Board of Regents of the University of Wisconsin System in accordance with Chapter 36.09 of the Wisconsin Statutes.

Section C – Definitions:
The University Academic Staff is composed of four groups:
1. indefinite or probationary administrative and professional academic staff;
2. fixed term administrative and professional academic staff;
3. instructional academic staff without "faculty status," and
4. limited appointees with academic staff back-up positions.

Section D – Voting:
University Academic Staff who are employed for one-half time or more have the privilege of voting.

Section E – Meetings:
The University Academic Staff shall meet in regular sessions two times a year at the call of the Chancellor. One of those meetings shall be at or near the beginning of the fall semester. The second meeting, to be held in April, shall include the report of the nominating committee, as provided by Article Two, Section G, of this constitution, as outlined in the Bylaws of the University Academic Staff, and provide an opportunity for nominations from the floor. Special meetings of the University Academic Staff may be called by the Chancellor or upon the request of 15 percent of the University Academic Staff members eligible to vote. Written notice of the time, place, and agenda of University Academic Staff meetings shall be given to each University Academic Staff member at least 48 hours in advance.

Section F – Presiding Officer:
The Chancellor or the Chancellor's designated representative presides at University Academic Staff meetings.

Section G – University Academic Staff Committees:
(Inserted text appeared in the section currently located just prior to the constitution Language added to establish a process for establishing or abolishing standing committees.)

Standing committees of the University Academic Staff shall be established or abolished following the same procedures as those established for amending this Article. Membership and functions of all University Academic Staff standing committees shall be included in the Bylaws. The University Academic Staff may, either directly or by action of the University Academic Staff members of the University Senate, establish ad hoc committees.

Election is by mailbox ballot following nominations from the floor at the spring University Academic Staff meeting.

(To provide for a more flexible method for updating the membership and functions of standing committees, committee descriptions are moved to the Bylaws.)

1. University Academic Staff Nominating Committee
   a. Membership...
Section H – Relationship of the University Faculty to the University Senate:
The University Senate is empowered to act for the University Academic Staff, which may review and overrule any action of the University Senate that comes under the primary responsibility of the University Academic Staff. Such review may be initiated by a request for a special meeting as provided in Article Two, Section E.

Article Three: University Senate
{Section A – Name added to be consistent with other Articles. Following sections relettered. Remaining text moved intact unless noted.}

Section A – Name:
The name of this organization is the University Senate of the University of Wisconsin-Eau Claire.

Section B – Purpose:
Section C – Membership
Section D – Term of Office of Senators:
Section E – Officers of the University Senate:
Section F – Meetings:
Section G – Committees:
{Language added to show where membership and functions of committees are located.}
The University Senate shall create and maintain standing and ad hoc committees to assist in its deliberations. Such committees are responsible to the University Senate and their recommendations on matters of policy become effective only after receiving approval from the University Senate. Chairs of University Senate standing committees must be senators. In the event an elected member of a committee is unable to fulfill the duties of the committee due to an official leave (sabbatical, medical leave, etc.), the Committee Chair may request a temporary replacement of that member following the established procedures for filling vacancies on committees as outlined in the Bylaws of the University Senate. The following committees are the standing committees of the University Senate: (US 11/03) Membership and functions of all University Senate standing committees shall be included in the Bylaws.

{To provide for a more flexible method for updating the membership and functions of standing committees, committee descriptions are moved to the Bylaws.}

1. The Executive Committee
   a. Membership: The...

Section H – University Senate Student Relations:

Section I – University Senate – Chancellor Relations:

Article Four: College Faculties
{Entire text of current Article Four as is with any recently approved changes included would be located here.}

Article Five: The Units with Administrative and/or Professional Academic Staff Members
{Entire text of current Article Five as is with any recently approved changes included would be located here.}
Article Six: Amendments and Bylaws

{Entire text of current Article Six as is with any recently approved changes included would be located here.}

Section A – Amendments:
Section B – Bylaws:

Part III: Bylaws of the University Faculty and University Academic Staff

Article One: Bylaws of the University Faculty (Bylaws separated and revised US 2/98)

{Entire text of current Bylaws of the University Faculty as is with any recently approved changes included. Sections letters have been added. Committee memberships and functions inserted.}

Section A – Robert’s Rules:
Section B – Official Minutes:
Section C – Distribution of Minutes:
Section D – Committee Organization:

University Faculty committees set up by the Constitution of the University Faculty shall arrange for their own organization, officers, and schedule of meetings. The University Senate Office shall maintain election results and membership lists, monitor vacancies, serve as a referral source for issues to be addressed by various committees, and ensure that initial committee meetings are held by October 1 each year.

{COMPLETE Membership and Functions of all University Faculty Standing Committees moved here.}

1. University Faculty Nominating Committee
   a. Membership:
   b. Function:

2. Faculty Complaint, Grievance, and Termination Review Committee
   (merger of FC&C and FTR was previously approved, but was not updated in the current FASH)
   a. Membership:
   b. Function:

3. University Planning Committee
   a. Membership:
   b. Function:

4. University Faculty Awards Committee
   {Text related to the functions of the committee as described in Chapter 6, pages 8-9, is inserted here. Function expanded.}
   a. Membership: The committee includes six members of the University Faculty serving staggered three-year terms. Each year the Chancellor will appoint two members from at least three names recommended by the University Faculty Nominating Committee.
   b. Function: The University Faculty Awards Committee, in consultation with the Foundation, shall establish eligibility criteria and selection procedures for identifying award recipients. It solicits and receives nominations for the Excellence in Advising, Excellence in Scholarship, and Excellence in Service awards. The Committee evaluates the nominations for each award and forwards its selections to the Chancellor. The Committee shall assist sponsors of other awards as requested.
5. University General Education Committee
   a. Membership:
   b. Function:

Section E – Review of University Senate Action:
Section F – University Faculty Quorum:
Section G – Roll-Call Vote:
Section H – Nominations:
Section I – Determining Election Results:
Section J – Mailbox Ballot Elections:
Section K – Length of Terms of Office:
Section L – Vacancies on Committees:

Article Two: Bylaws of the University Academic Staff (Bylaws separated and revised US 3/98)
{Entire text of current Bylaws of the University Academic Staff as is with any recently approved changes included. Sections letters have been added. Committee memberships and functions inserted.}

Section A – Robert’s Rules:
Section B – Official Minutes:
Section C – Distribution of Minutes:
Section D – Committee Organization:
University Academic Staff committees established by the Constitution of the University Academic Staff shall arrange for their own organization, officers, and schedule of meetings. The University Senate Office shall maintain election results and membership lists, monitor vacancies, serve as a referral source for issues to be addressed by various committees, and ensure that initial committee meetings are held by October 1 each year.

{COMPLETE Membership and Functions of all University Academic Staff Standing Committees moved here.}

1. University Academic Staff Nominating Committee
   a. Membership:
   b. Function:

2. Academic Staff Complaint, Grievance, and Review Committee
   a. Membership:
   b. Function:

3. Academic Staff Professional Development Committee
   a. Membership:
   b. Function:

4. Administrative and Professional Academic Staff Awards Committee
   {Text related to the functions of the committee as described in Chapter 6, pages 8-9, is inserted here. Function expanded.}
   a. Membership: The committee includes five members holding administrative or professional academic staff or limited positions serving staggered three-year terms. Each year the Chancellor will appoint one or two members selected from at least two or three names, respectively, recommended by the University Academic Staff Nominating Committee.
   b. Function: The Administrative and Professional Academic Staff Awards Committee, in consultation with the Foundation, shall establish eligibility criteria and selection procedures for identifying award recipients. It solicits and receives nominations for the Excellence in Performance Award which is given annually to a person holding an administrative and professional academic staff or limited position who, in the
opinion of their colleagues, excels in the areas of performance and service. The Committee evaluates the nominations for each award and forwards its selection to the Chancellor. The Committee shall assist sponsors of other awards as requested.

Section E – Review of University Senate Action:
Section F – University Academic Staff Quorum:
Section G – Roll-Call Vote:
Section H – Nominations:
Section I – Determining Election Results:
Section J – Mailbox Ballot Elections:
Section K – Length of Terms of Office:
Section L – Vacancies on Committees:

Article Three: Bylaws of the University Senate (Bylaws merged and revised US 4/98)

{Entire text of current Bylaws of the University Senate as is with any recently approved changes included. Sections letters have been added. Committee memberships and functions inserted. Procedure notes included.}

Section A – Membership of University Senate:
Section B – Robert’s Rules:
Section C – Official Minutes:
Section D – Distribution of Minutes:
Section E – Reporting Committee Votes:
Section F – Senate Attendance:
Section G – Roll-Call Vote:
Section H – Committee Organization:

University Senate committees set up by this Constitution shall arrange for their own organization, officers, and schedule of meetings.

{COMPLETE Membership and Functions of all University Senate Standing Committees moved here.}

1. The Executive Committee
   a. Membership:
   b. Function:
2. The Faculty Personnel Committee
   a. Membership:
   b. Function:
3. The Academic Staff Personnel Committee
   a. Membership:
   b. Function:
4. The Academic Policies Committee
   a. Membership:
   b. Function:
5. The Physical Plant Planning Committee
   a. Membership:
   b. Function:
6. The Budget Committee
   {as previously approved, but not updated in the current FASH}
   a. Membership:
   b. Function:
7. The Compensation Committee
   a. Membership:
   b. Function:
8. The University Senate Nominating Committee
   a. Membership:
   b. Function:
9. The University Senate Technology Committee
   a. Membership:
   b. Function:

Section I – Committee Reports to Senate:
All reports of standing or ad hoc committees of the University Senate shall be accepted
when submitted and become a part of the minutes of the University Senate, but this in no
way indicates University Senate approval or rejection of any aspect of the report. After a
committee report has been received, the University Senate will follow normal procedures
in handling motions relevant to the contents of the report. It would, for example, be
appropriate for the senate to make, amend, and vote on motions relating to the
committee report, but it would not be appropriate for the senate to move to amend the
committee report.

{Move current text of Procedural Notes from Chapter 3, page 25, item and update with the most
recent addition of item f.}

All motions forwarded by University Senate committees for Senate action must
have been officially acted upon by the committee prior to being placed on the
agenda of University Senate. A Report for the University Senate should
accompany each motion and provide:
   a. the name of the committee;
   b. a brief history of why the issue needs to be considered;
   c. points discussed by the committee;
   d. pros of the recommendation;
   e. cons of the recommendation;
   f. technology/human resource impact; and
   g. a brief statement summarizing the committee recommendation.
Submitted with the report, the Motion for the University Senate must include the name of
the committee, the number of votes within the committee for and against the proposal,
the date of the committee vote, the details of the proposal, and the recommended date
upon which the action should take effect, if passed. (US 3/99)

Section J – University Senate Quorum:
Section K – Speaking Rights: {previously approved, but not updated in the current FASH}
Section L – Senate Vacancy:
Section M – Nominations:
Section N – Nomination & Election of Officers:
Section O – Determining Election Results:
Section P – Mailbox Ballot Elections:
For elections that are conducted by a mailbox ballot, the following procedures will be
followed: Ballots will be prepared by the secretarial staff in the University Senate Office.
The ballot shall indicate the number to be elected, the department/unit of continuing
members, and the department/unit of the candidates. In elections requiring
representation from the various Colleges and Schools, the ballot shall indicate the
number to be elected from each College or School, the College or School designations of
continuing members, and the College or School identification of the candidates. A ballot
will be mailed to each eligible voter, who will mark the ballot and return it to the University
Senate Office. To assure a secret ballot, no return address should be used.
{Move current text from Chapter 3, page 26, item 4}

The wording on machine-tallied ballot instructions [will] read: "incorrectly marked ballots will be discarded." (FS 5/81)

Section Q – Co-expiration of Senate Committee Membership:
Section R – Length of Terms of Office:
Section S – Vacancies on Committees:
Section T – Faculty Representative to UW System:
Section U – Academic Staff Representative to UW System:
Section V – Assignment:

{Move current text of Thanks of the University Senate from Chapter 3, page 25, item 1}

Section W – Thanks of the University Senate:

{Move current text of Student Observers from Chapter 3, page 25, item 2}

Section X – Student Observers on Senate Committees

Article Four: Personnel Policies and Procedures
{Move entire text of current Chapter 5 – Personnel Policies and Procedures as is with any recently approved changes included. Current work is being done to reorganize Chapter to enhance readability and organization. The resulting recommendations include splitting this section into more than one section.}

Section A – Faculty:

Section B – Academic Staff:

{move Faculty Status for Instructional Academic Staff eligibility, role, and procedures from Chapter 3, pages 4-5 to appropriate location within the Personnel Policies and Procedures}

Section C – Faculty Status for Instructional Academic Staff:

{move Administrative Change section from Chapter 2, page 4 to appropriate location within the Personnel Policies and Procedures}

Section D – Administrative Changes:

When administrative changes of such scope and significance as to have multiple departmental, school, college, or university-wide effects are contemplated (such as changes in administrative titles, creation or abolition of administrative positions, modifications in administrative line and staff responsibilities, or modifications in the administrative structure of the University), the administration will consult with the Executive Committee of the University Senate prior to the implementation of such changes. [Faculty Senate (FS) 8/76]

Article Five: Academic Policies
{Move entire text of current Chapter 7 from pages 4-20 – Instructional and Academic Information as is with any recently approved changes included. Current work is being done by the Academic Policies Committee to streamline Chapter 7.}

MOTION by Jennifer Lee to forward the proposed changes to the new outline to the Constitution and Bylaws to the Faculty and Academic Staff as indicated for ratification seconded and PASSED without dissention.