University of Wisconsin - Eau Claire  
University Senate Executive Committee  
Minutes from April 18, 2000  
Volume 36, Number 11  

Present: Andrea Gapko, Susan Harrison, Kate Lang, Barbara MacBriar, Donald Mash, Mark Olsen, Cleo Powers, Connie Russell, Ronald Satz, Todd Stephens, Steve Tallant  
Absent: Margaret Hallatt, Gretchen Hutterli, Tim Leutwiler, John Melrose  
Guests: None  

The meeting was called to order by Chair Harrison at 3:15 p.m. in Schofield 202.  

1. Minutes of April 4, 2000 were approved without objection as distributed with correction  
   • Last bullet under Item #2 Open Forum Issues: Probably will end that designation with next schedule  
     printed in future  

2. Open Forum Issues  
   • Seems to be compliance with designated smoking areas  
     • Perhaps additional signs pointing way to those areas would further improve compliance and convenience  
     • Question of how far from doorway remains  
   • Good advising discussion at Senate meeting last week  
     • Important to move forward; will actively pursue  
     • Chancellor Mash announced Advising Award of $1500, along with concomitant increase in Teaching,  
       Scholarship, and Service Awards, was approved by Executive Board of the UW-Eau Claire Foundation at  
       their last meeting  
     • Chair Harrison will forward items discussed to various Senate Committees  
     • Discussions at University Senate appreciated for bringing issues forward for good discussion by all interests  
       across campus  
     • Will be place on Senate survey to list issues Senators wish to see addressed next year  
     • Been a while since Senate viewed as forum for discussion; see as positive change  
       • May start to get more visitors as becomes known  
     • Other topics could include service learning and college-level tenure review committees  

3. Tentative agenda for April 25, 2000 meeting of University Senate  
   • Physical Plant Planning Committee has added item changing hours of parking enforcement in McPhee and  
     Murray lots  
   • Two motions added to Academic Policies Committee Report  
     • Authorization to implement Athletic Training Major  
     • Pre-Physician Assistants Program Approval  
       • Proposal shared with School of Nursing  
       • Associate Dean of Nursing responded to committee prior to discussion  
   • Tentative agenda approved with above changes by consensus  

4. Consultation with Provost Satz on UW-Extension merger plans  
   • Material shared with unclassified and classified staff in Outreach last week distributed to committee  
   • People working in those offices affected by merger chose title of UW- Eau Claire Continuing Education –  
     Excellence in Action  
   • Not just attempting to bring 17 or 18 people physically together, but to create new entity doing Outreach  
     • Staff to also work on grant development and fiscal issues  
     • Continue program development and community liaison  
   • Will be interim director nominated and chosen from within group for two year position
• Job descriptions all to change; no change in personnel
• Two locations
  • Water Street location across from campus
  • Another site nearby to be announced by April 24, 2000
• Worked long and hard on vision statement
• Merger steering committee completed work in early April
• Proposal going in place following this last step of consultation with Executive Committee
• Have been working closely with classified and unclassified staff affected by merger
• Understand it is serious business to move from self-contained unit to larger merged unit
• Beginning of June, duties will be announced; July 1st operations to begin
• Response to questions from committee
  • Jan Morse and Jerry Witthoft consulted because reassignment of duties can change titles and grades of non-teaching academic staff
    • No one will go down in title, grade or classification
    • No classified or unclassified positions will be eliminated
    • Idea is to make outreach programs more effective and efficient and use resource savings to enhance programming
      • Do more with nontraditional students and community
  • Interim director to get merged program up and running during two year period
    • Then relook at expectations, put a position description together and hire permanent director
    • Details of positions, especially those where dual appointments exist, to be worked out by consensus by May 30, 2000
    • School of Nursing may be losing administrative position, but also gaining other people now available for programs
    • Policies and procedures to be worked out by involving everyone to build spirit
    • Responsibility for accreditation issues will be worked out with departments involved
      • Will do what is necessary to continue accreditation of programs
    • Purpose of group will be to serve professions and programs
    • Quality issues covered in vision statement; merger intended to improve quality of programs
  • Others with similar involvement, such as with returning adult degree-seeking students, invited to participate in merger meetings
  • Nontraditional students (25 years of age and over) count separately in enrollment and revenue targets
    • Incentive to market to those groups
    • Will probably increase for-credit offerings
    • One intent of merger is to increase visibility of programs
  • Even though will cut down on duplication, no position will be eliminated
    • Will be doing more and different things, such as marketing and program development
    • Looking at other programs around state and neighboring states to see kinds of things that can be done
  • Merger has followed process in handbook
  • Teaching course through Credit Outreach if regular offering of course does not fill results in decreased payment to person teaching course
    • Ability to price differently will determine what can be paid
    • Will be increased opportunity for faculty to enhance income
    • At same time, may hire part-time staff to teach new courses faculty not interested in teaching
    • Summer courses are figured differently
  • Department chair will need to sign for adjunct faculty hires
    • Will be looking to department for expertise and guidance
    • Deans remain on Board of Directors; faculty part of Advisory Councils
  • Each unit must meet own deficits as go to merger
    • Then Continuing Education will receive and generate money as self-contained fiscal unit
    • Will be mechanism to share revenue with faculty, colleges, etc.
  • No intent for for-credit courses not to remain under supervision of departments
    • Department will be directly involved if credit course
Must undergo same approval process as all other courses
Will consult department if appropriate when more like workshop
Special topics course forms require content and syllabus be approved by department chair
Hope is that regular staff in Continuing Education will decrease paperwork for faculty
With accreditation law changes, should be able to support courses on revenue generated
Opportunity for FTE and increasing number of courses
Need to clarify and assure library, computer and other access to registrants in credit outreach because don’t show up in administrative data base
Also look at hours of operation of offices these students need to deal with
Currently faculty member often responsible for registration and acquiring textbooks from bookstore
Necessity of renting equipment from MDC can also be burden
Appreciate following shared governance process in merger
Like idea of customer service with 800 number to assure pleasant entry point to campus
Lot of work still to be done to answer many of these types of questions

5. New Business - None

6. Announcements – None

Meeting adjourned at 4:47 p.m. without objection

Respectfully submitted by,

Wanda Schulner
Secretary to the University Senate