Present: Rodd Freitag, Andrea Gapko, Margaret Hallatt, Susan Harrison, Tim Lane, Tim Leutwiler, Barbara MacBriar, Donald Mash, John Melrose, Lori Rowlett, Ronald Satz, Kathie Schneider, Nick Smiar, Todd Stephens, Jean Wilcox

Absent: Cleo Powers

Guests: Dick Boyum, Kathy Mitchell, Andrew Soll, Ted Wendt

The meeting was called to order by Chair Harrison at 3:07 p.m. in Schofield 202.

1. Minutes of September 19, 2000 as distributed with corrected numbering approved without objection

2. Open Forum Issues
   • Charge backs to departments and units
     • Seems time and paperwork sometimes cost more than services
     • At least adds to total operating expenses of university
     • Perhaps is only way to do business
     • MDC charges back for units and non-course presentations, but not for courses
   • Support for computer operating systems
     • Told by CNS that within one or two years campus computing will no longer support Windows NT
       • Will switch to Microsoft 2000
     • Cost to purchase computers capable of running Microsoft 2000 would be majority of many department/unit yearly operating budgets
   • Research conducted using recent graduates by Steve Baumgardner of Psychology Department reinforced value of out-of-class experiences for students
     • Currently ask graduates to identify most outstanding faculty
     • Perhaps should also identify someone in nonteaching capacity
       • For example, coaches, advising, placement office and health services personnel, or hall directors
     • Nominations should be in check-off and perhaps narrative form to encourage writing
   • Provost Satz responded to computer issue
     • Discussed at deans and directors meeting two weeks ago
     • Academic Affairs Office devising plan and strategy for computer replacements in units
     • Colleges discussing replacement cycle
     • Vice Chancellor Soll indicated this decision driven by Microsoft
       • Will stop supporting Windows NT
       • Currently transitioning between two systems

3. Tentative agenda for October 10, 2000 meeting of University Senate
   • Only one item remaining on agenda – could handle at October 24th Senate meeting

   MOTION made by Senator MacBriar and seconded to cancel University Senate meeting of October 10, 2000

Motion PASSED

4. Neutral and Confidential Interpretation of Faculty and Academic Staff Handbook
   • Senate Office consistently gets requests for interpretation of process included in personnel rules portion of Faculty and Academic Staff Handbook
     • Not judgment, but concerning meaning of language
Discussion

- In 1985 handbook, interpretation was part of function of Academic Staff Personnel Committee
  - Was dropped with subsequent revisions
- Faculty Personnel Committee does not have interpretation in its function either
- Executive Committee recommends interpretations of constitution; does not include personnel rules
- Some faculty prefer nonadministrative-based interpretation
- Becomes difficult when what is written is different than what is practiced
- Some things not defined in rules
  - Such as promotion without full DPC at that rank
- Provost Satz indicated questions come to Academic Affairs and Associate Vice Chancellor Tallant weekly
  - To find answers, check
    - Handbook
    - Department/university guidelines
    - Department personnel plans
    - Legal interpretations
    - If can’t find specific coverage
      - Look to good practices at other institutions in state or elsewhere if necessary
- Chancellor Mash noted requests are not going ‘all the way up’ because not reaching his office
  - Administrative Officer Jan Morse would look at handbook interpretations
  - Could also refer to UW rules
- Could perhaps convene small subcommittee to look at personnel committee functions
  - Determine if need interpretation added back into functions
- Refer individuals or department personnel committees with process questions to personnel committee chairs or Academic Affairs
  - Sounds as though some requestors looking for ombudsperson or advocate such as exist in many businesses
    - University does have grievance procedure in place for that
  - Must be careful; unbiased interpreters can at times be blamed for outcome
- Should ask authority creating procedures, i.e., the personnel committees
  - If unclear, those committees should be looking at functions to change them
- Not good precedent for committees to look at particular cases outside of grievance process
  - Could also seek advice from union (TAUWP)
    - Seems more elementary than that when just asking about procedures
    - Can ask administrative line or entity that wrote personnel rules
- By consensus, will contact personnel committees to look at functions

5. Request from The Association of University of Wisconsin Professionals concerning pay plan

- Ed Muzik of TAUWP has asked that University Senates construct a resolution in support of 6% and 8% annual salary increases for the 2001-2003 biennium
- Suggestion made that motion from outside agency requesting Senate endorsement come from Senator on floor of Senate as in past

**MOTION** by Senator Gapko and seconded that the TAUWP request be referred to the Compensation Committee to look at and report to University Senate at the next Senate meeting scheduled for October 24, 2000

Discussion

- Not sure what want Compensation Committee to do
- Compensation Committee would give advance notice of any motion coming forward
  - Would allow discussion and consultation with constituents
- This is compensation issue, should start with Compensation Committee
- During last budget negotiations, were told resolutions passed supporting 6% and 8% pay increases aided President Lyall in getting the 5.2% increases
- TAUWP has figures and supporting data for such a resolution
  - Perhaps should come from them not Executive nor Compensation Committees
• TAUWP did make very good points and presentation at Board of Regents meeting two years ago
• Is precedent for outside agencies to get items on agenda
• Executive Committee sets Senate agenda so presenting to Executive Committee one way to do that
• Individual Senators can also bring up new business on the floor of the Senate
• Compensation Committee specifically charged with generating compensation plan
  • Have base of knowledge to advise entire Senate
  • Should look to Compensation Committee for information and expertise in these matters
  • Would like to hear their comments on this
• Such resolutions are all part of the budget dance
• TAUWP may have better data from peer groups than Compensation Committee
  • May be more persuasive
• TAUWP leaders certainly can come to Senate to provide information
• Is necessary to pass resolutions prior to November 9th meeting of Board of Regents

Motion PASSED

6. Discussion of Topics for Forums to be held during Senate meetings
• Can always hear reports; this is topics for open discussion with all faculty and academic staff invited to participate
• Suggested Topics
  • October 24, 2000 – Compensation
  • November 28, 2000 – Faculty Workload
  • February 27, 2001 – Instructional Academic Staff
  • March 27 and April 24, 2001 – Baccalaureate Degree; GE Requirements; Service Learning
• Intent is to hold discussion in time to help with creation of policy
  • Looking to get input
• Compensation Committee Chair and Faculty Personnel Committee Chair agreeable to first two dates
• Advising was covered last spring; still component of that in faculty workload and baccalaureate degree
• Topics would be published to increase input
• Will change set up of room to include U-shaped gallery
• University guidelines for credit-bearing certificates may also come to Senate at October 24th meeting
• Possible that report from Regents on Instructional Academic Staff may not be ready in January; perhaps should have alternative topic for February meeting
  • Response to Status on Women Report from System good alternative
  • Affirmative Action Officer Barbara Stevens has brought Committee on Status of Women back into existence to respond to that report
• Both items could be on agenda for same meeting

7. New Business
• Letter to System Counsel on changes to faculty personnel rules will not be sent because motion rescinded
• Vice Chancellor Soll indicated may be response from Personnel Office by October 24th Senate meeting on United Way issue

8. Announcements – None

9. Moved and seconded at 4:15 p.m. that the committee go into closed session under Wisconsin Statute 19.85(1)(f)
  to consider appointments to the University Research and Creative Activity Council and Institutional Animal
  Care and Use Committee

Motion passed unanimously by roll call vote as follows: Ron Satz – yes; Lori Rowlett – yes; Barbara MacBriar
  – yes; Andrea Gapko – yes; Tim Leutwiler – yes; Margaret Hallatt – yes; Todd Stephens – yes; Kathie
  Schneider – yes; Nick Smiar – yes; Jean Wilcox – yes; Rodd Freitag – yes; Tim Lane – yes; John Melrose –
  yes; Susan Harrison – yes
• Comments on appointments will be forwarded to Chris Lind including concern for lack of balanced representation from College of Professional Studies on the University Research and Creative Activity Council
• Will also request further information
  • Process used for nominations
  • Possibility of supplying more names than vacancies
  • Information on nominee unknown to Executive Committee

Meeting adjourned from closed session at 4:31 p.m. without objection

Respectfully submitted by,

Wanda Schulner
Secretary to the University Senate