The meeting was called to order by Chair Harrison at 3:11 p.m. in Schofield 202.

1. Minutes of October 24, 2000 approved without objection as distributed

2. Open Forum Issues
   - Katherine Schneider distributed a document approved by Counseling Service staff in regard to online counseling services as listed in the UW-System draft distance education report of last spring
     - At this point in time, Counseling Services is unable to provide webcounseling that meets current professional counseling standards
     - Due to technical, time and financial constraints
     - Seeking advice of committee on where document should be routed
     - Also a concern for career counseling
     - Not just about providing excellent services, also about ethics
   - Provost Satz will forward counseling document to Instructional Technology Advisory Council
   - Chair Harrison will forward document to University Senate Technology Committee
   - Ask for response from those committees
   - Provost Satz will refer to UWEC Chief Information Officer Dwyer
     - Meets with system people regularly providing vehicle to System
   - Members of Counseling Services did respond to draft distance education report last year
     - If document changed, may be no need to distribute
   - Status of System Distance Education Report not known
   - Can still include this type of wording in section of schedule bulletin where registration for online courses covered
   - United Way Special Report on agenda for November 14, 2000 University Senate meeting under old business
     - Can make motions under old business

3. Review of tentative agenda for November 14, 2000 meeting of University Senate
   - Chancellor Mash will miss first Senate meeting since becoming chancellor
     - Provost Satz to present Chancellor’s Remarks
   - Old business, on agenda prior to committee reports, will include items not completed at October 24, 2000 meeting of University Senate
     - Academic Policies Committee motion on credit-bearing certificates
     - Compensation Committee resolution on salary increases
     - Special Report on United Way
   - Concerned not enough time to get to Special Report from Commission on Status of Women during this meeting
     - Campus response due at System December 31, 2000
       - According to chancellor, may not be hard and fast deadline
     - Commission on Status of Women needs lots of input
       - May have gotten slow start with change of chair
MOVED by Senator Wilcox and seconded that item #7 Special Report from UWEC Commission on the Status of Women be moved up on the agenda before item #6 Committee Reports

Motion PASSED

4. Discussion of determination of system-wide faculty or academic staff representatives
   - Chair Harrison reported faculty representatives made loud and clear point to System at last faculty representatives meeting in Madison
     - Not opposed to members appointed to Instructional and Research Academic Staff Working Group of System, but strongly opposed to process of appointing that membership
       - Members appointed by Madison
       - Requested approval from campuses with very short notice
   - UW-Stout handbook includes provision that representatives to System labeled as faculty representatives or academic staff representatives must be endorsed by respective Senate
     - Question is should University Senate be looking at language to define role for shared governance in processes for such membership
   - See communication as major issue
     - Academic Staff Personnel Committee had been working on issue of instructional academic staff for some time
       - Took much detective work to determine UWEC faculty representative to System Working Group
       - No one, including campus representative Don Reynolds of Mathematics, knew why appointed
         - Ended out wonderful representative
       - Committee wondered why not instructional academic staff because that was issue
         - System indicated wanted a variety of perspectives
         - Would have been good to communicate that master plan to those already involved
     - System uses couple ways to get campus representation on committees
       - Contacts Chancellor, Provost or Vice Chancellor for Business and Student Services for individuals
       - In cases where faculty representative, generally refer to Deans
       - Group selected by System
         - Sometimes with individual campus approval, but often on short notice
     - Another advantage to shared governance involvement would be reports then brought back to Senate
     - Key may be consultation with Senate Executive Committee, other Senate Committee involved, or Senate Chair as time permits
       - Would hate to see UWEC lack representation because not responding in timely manner
     - Key word seen as representative
       - If labeled faculty representative or academic staff representative, then need that connection
     - Provost Satz indicated Academic Affairs webpage now includes university-wide standing and ad hoc committee membership
       - Could include third page for System Representatives
     - Are times System requests chancellor to send his representative on issue; sometimes deans asked
       - Language only intended to cover those representatives labeled specifically as ‘faculty representative’ or ‘academic staff representative’
     - Do not want to handcuff administration by adding requirements for appointing individuals
       - Don’t need to add more to process
     - To improve communication
       - Perhaps Chancellor could announce such appointees in Chancellor’s Remarks at Senate
       - Will post System appointments on Academic Affairs website

5. Discussion of membership of campus committees not defined in constitution
   - Many of these committees, advisory in nature, created for specific purpose
   - Many short-lived
     - Example is Task Force for Course Availability
   - Student membership recommended by Student Senate
     - Commission on Status of Women
     - Student Development Council
• Faculty and academic staff members often appointed without consultation
  • To review every committee would take lots of work
• Only concerned with new standing committees
• Standing advisory committee should be added to handbook
• Handbook needs to be updated
  • Student Development Council
• Three research committees
  • University Research and Creative Activity Council
  • Institutional Animal Care and Use Committee
  • Institutional Review Board for the Protection of Human Subjects Committee
• Possibly in handbook at one time and inadvertently deleted upon reorganization
• Chair Harrison will work with Administrative Officer Jan Morse to include committees not in handbook
• Formal process may bog down work of university
• Still problem of campus uninformed and unaware of committees
  • Again, like Commission on Status of Women
• Campus used to be notified of various committee vacancies, continuing members, and contacts for those interested in University Bulletin
  • If get names, then make good faith effort to place on committees
  • Provost Satz will work with News Bureau and report back on possibility
• Published list might also serve to decrease unnecessary duplication
• If know committees existence and membership, then can raise concerns
  • Such as University Planning Committee with no members below rank of Department Chair

6. New Business – None

7. Announcements – None

Meeting adjourned at 4:12 p.m. without objection

Respectfully submitted by,

Wanda Schulner
Secretary to the University Senate