Present: Rodd Freitag, Andrea Gapko, Margaret Hallatt, Susan Harrison, Tim Lane, Tim Leutwiler, Barbara Mac Briar, Don Mash, Cleo Powers, Ron Satz, Kathie Schneider, Nick Smiar, Todd Stephens, Jean Wilcox

Absent: John Melrose, Lori Rowlett

Guests: Kathy Mitchell, Andrew Soll, Ted Wendt

The meeting was called to order by Chair Harrison at 3:05 p.m. in Schofield 202.

1. Without objection, minutes of April 17, 2001 approved as distributed

2. Open Forum Items - None

3. Review of tentative agenda for May 8, 2001 meeting of University Senate
   • Consensus to approve agenda ordering motions from Executive Committee as necessary to cover items of urgency first

4. Discussion of Institutional Ethics Committee membership
   • Function of committee to consult and advise on UWS 8, Unclassified Staff Code of Ethics
   • Association with outside agency, as referenced in code, clearly defined
   • Complaint procedure in place
     • Anyone can already file a complaint against anyone perceived as breaking policy

MOVED by Senator Leutwiler and seconded that page 5.64 of the Faculty and Academic Staff Handbook be revised as follows:

Faculty/Academic Staff Personnel Rules

UWS 8 UNCLASSIFIED STAFF CODE OF ETHICS

…

UWEC 8.03 (4) Student Research Protection

…

UWEC 8.035 Institutional Ethics Committee

1. Membership
   The committee consists of six members who will serve staggered three-year terms, with two being appointed each year by the Chancellor in consultation with the University Senate Executive Committee. At all times there will be at least one member from each of the Colleges, at least one from the teaching academic staff, and at least one from the non-teaching academic staff.

2. Function
   The function of the committee shall be to provide to any member of the unclassified staff consultation and advice on the application of UWS 8. Committee deliberations and actions upon requests for consultation or advice shall be in meetings not open to the public. Records obtained in connection with requests for consultation or advice shall be considered confidential university information. However, summaries of advice provided by this committee, which do not disclose the identities of persons requesting such advice, shall be made public in an annual report to the Chancellor.
Discussion

- Committee meets in closed session because statute requires
- Perhaps need administrative and/or ethics expert on committee
  - Could add that chancellor designates a member as appropriate for issue
  - Could add that committee can consult with anyone deemed necessary
- Usually better to have committee in place before issue arises to avoid conflict
- Committee can always consult whether in language or not

Motion PASSED without dissention

5. Discussion of Nepotism Policy
- Ad hoc subcommittee worked on nepotism policy
- Sent to System Legal for opinion; have not heard back at this time
- System objected to Nepotism Policy previously passed by Senate because based upon outdated System policy
- This motion based upon current System policy
  - Subcommittee did add first paragraph which expands coverage
  - System policy limited to immediate family
  - Subcommittee could think of relationships not covered by very specific definition
  - UW-Eau Claire policy expanded to include many contemporary living arrangements
- If don’t hear back from System Legal prior to Senate meeting, can pull from agenda
- Want in handbook so people can find policy easily
- See first paragraph as very fuzzy – doesn’t appear to be clear enough to be enforceable without case law

MOVED by Provost Satz and seconded that the proposed Nepotism Policy be approved pending decision by System Legal Counsel

Discussion

- Think more prudent to wait; concern that first paragraph not sufficiently clear
- Quick to exclude contemporary living arrangements for positive things, such as fringe benefits; but willing to quickly cover the negative stuff
- Need to present legal counsel with something more concrete
- Friendly amendment accepted to change word individual in first line to unclassified staff member

Motion PASSED by vote of 7 for, 5 against

TEXT FOR FORWARDING TO SENATE

Faculty/Academic Staff Personnel Rules

UWS 8 UNCLASSIFIED STAFF CODE OF ETHICS

UWSC 8.03 (3) Nepotism Policy

To avoid possible conflict of interest, an unclassified staff member must not participate either formally or informally in decisions relating to another individual that can result in financial or other tangible personal benefits where a relationship exists between the individuals that has the potential to exert a substantial and improper influence on those decisions.

For guidance, consult the University of Wisconsin System policy on Nepotism UWS 8.03 (3), printed below; the Statement on Consensual Relationships, located in Chapter 4 of this Handbook; or the Institutional Ethics Committee, described in section UWEC 8.035 of this chapter.

UWS 8.03 (3) Nepotism

(a) No member of the unclassified staff may participate, formally or informally, in the decision to hire, retain, grant tenure to, promote or determine the salary of a member of his or her immediate family.
(b) No member of the unclassified staff may, in the supervision or management of another unclassified staff member who is a member of his or her immediate family, give preferential or favored treatment.
“Immediate family” means: (a) an unclassified staff member’s spouse; and (b) any person who receives, directly or indirectly, more than one half of his or her support from an unclassified member or from whom an unclassified member receives, directly or indirectly, more than one half of his or her support. [UWS 8.02(9)]

The University of Wisconsin-Eau Claire Statement on Consensual Relationships found in Chapter Four of this Handbook should be consulted. A complete copy of the Statement on Consensual Relationships, including additional information on power differential and conflict of interest, is available in the Affirmative Action Plan. (US 12/98)

6. Review of proposed UW-Eau Claire Mission Statement
   • Revised and enhanced mission statement forwarded from Planning Committee for Senate approval
     • Was attempt to add distinctiveness to mission to match distinctiveness of university
     • Change in format for ease of reading

Discussion
   • Associate degree remains in mission because still entitled to give
   • Do not see social and cultural growth as equivalent; would like to see the word social reinserted in two instances
   • Residential descriptive of campus environment; not meant to exclude those students not in residence

MOVED by Senate Gapko and seconded that the University Senate approve the proposed revised mission statement with editorial changes

Select Mission of the University of Wisconsin-Eau Claire

In addition to the University of Wisconsin System Mission and the Core Missions of the University Cluster Institutions, the University of Wisconsin-Eau Claire has the following select mission:

The University of Wisconsin-Eau Claire is a comprehensive university whose purpose is to foster the intellectual, personal, and social, and cultural growth and development of its students. The University provides an academic environment designed to encourage faculty-student interaction and promote excellence in teaching and learning, scholarly activity, and public service. Its residential setting fosters personal and social development through a rich array of co-curricular activities.

The University’s focus is a liberal arts based education across the curriculum in all programs. Combined with its liberal arts based curriculum, the University places a special emphasis on experiential learning, including community service, international studies, and faculty/student research collaboration. UW-Eau Claire is the University of Wisconsin System’s Center of Excellence for Faculty and Undergraduate Student Research Collaboration.

The University provides:
   • (a) The University provides undergraduate education in a broad range of programs, based on a strong general education component emphasizing the liberal arts and sciences, with degrees in the arts and sciences, allied health fields, business, education, nursing, and other areas which that grow clearly from undergraduate strengths and meet identified identifiable regional and state needs;
   • (b) The University provides graduate education, at the master’s and specialist levels, in programs which that grow clearly from areas of undergraduate strengths, and meet identifiable regional and state needs;
   • (c) The University expects support and encouragement for scholarly activity, including research, scholarship, and creative endeavor, that supports enhances its programs at the associate and baccalaureate level, its selected graduate programs, and its special mission; and
   • (d) The University provides outreach and community service programs which foster support for the cultural, educational, and economic development of the immediate region in a variety of ways, including its outreach and community service programs.
Discussion
- Question of whether to include hyphens in liberal-arts-based education and liberal-arts-based curriculum
  undecided – matter of grammatical correctness vs. clarity and communication
  - Usually allowed some grammatical liberty in such cases, especially since this basically advertising
  - Looks better without hyphens; long string more confusing
  - Does represent institution of higher education – maybe should be grammatically correct
- Will contact Jan Wisner for possible alternative wording to using both liberal arts based education and liberal
  arts based curriculum in third paragraph
  - Could supply such editorial changes at Senate meeting

Motion PASSED without dissention

7. Procedures for recognizing faculty/staff groups on campus
   - Ad hoc subcommittee brought back to Executive Committee procedures paralleling those for recognized student
     organizations
   - Policy indicates recognized groups may use facilities without charge, but no way exists for groups to be
     recognized
   - Concern expressed that may result in overuse of campus facilities, possibly making facilities unavailable for
     campus needs
     - Chancellor has to approve groups recognized; assume that process screens groups
     - Groups also cannot interfere with or detract from mission of university
     - Priorities already in place for use of facilities; recognized groups not sponsored by departments, units,
       colleges, etc., already low on priority list
   - Access to facilities and services would defer to university policies
   - Having keys to buildings does not imply authorization to use facilities
   - Chancellor could also grant exception to policy
   - Perhaps more appropriate to ask administration to determine procedures; University Senate establishes policy;
     implementation up to administration
     - Those involved should be establishing procedure

MOVED by Senator Stephens and seconded that procedures be established by the administration for members
of the faculty, academic staff, or classified staff who wish to meet as a recognized group and whose group is
not affiliated with any department or unit to apply to become a recognized faculty/staff group.

Discussion
- Should not be limited to utilization of space on campus so don’t have to revisit policy to reconsider if something
  unforeseen comes up
- Friendly amendment accepted to attach possible sample procedures worked on by ad hoc subcommittee to
  motion

Motion PASSED without dissention

8. Item #7 on agenda, language changes for Administrative Review Committee procedures, delayed until fall.

9. Miscellaneous Business – None

10. Announcements
   - No further Executive Committee meetings scheduled unless emergency need arises

Meeting adjourned at 4:58 p.m. without objection

Respectfully submitted by,

Wanda Schulner
Secretary to the University Senate