The regular meeting of the University Senate Executive Committee was called to order by Chair Harrison at 3:05 p.m., Tuesday, October 15, 2002 in Schofield 202

1. Without objection, minutes of October 1, 2002 approved as distributed

2. Open Forum Items – None

3. Review of tentative agenda for October 22, 2002 meeting of University Senate
   • Consensus to approve as distributed including first two items under Miscellaneous Business that have now passed
     Academic Policies Committee

4. Consultation with Provost Satz on Director of Academic and Career Services and Dean of Students position
   • Provost Satz reported Ann Lapp to retire next July
     • Handouts distributed to committee
       • Organizational chart of dual responsibility of position including reporting units
       • Draft position announcement
       • Handbook pages relating to Faculty and Staff Role in Selection and Evaluation of Administrators
       • Proposed Search and Screen Committee for position
       • Open discussion held October 3, 2002, with staff of offices reporting to Ann Lapp to consider organization of dual
         functions of position
       • Replacing with two positions not possible with existing resources
       • Resulted in proposal to reconfigure position to full-time Associate Vice Chancellor and Dean for Students and
         Diversity
       • Draft position description to be refined in consultation with search and screen committee
       • Reconfiguration possible by elevating current Assistant Directors, of various subunits now reporting to this
         position, to full Directors
       • Directors would take on additional responsibilities now carried out by Ann Lapp
       • New position has ramifications for search and screen committee – would be nonacademic position at Associate Vice Chancellor level in Academic Affairs
     • No provisions in handbook for search committee for this type of position
     • Proposed Search and Screen Committee composed of 13 voting members
       • Seven members of Student Development Council
       • One college dean
       • Two associate or assistant college deans who deal specifically with student affairs issues
       • One recipient of Excellence in Advising Award
       • Two students
       • Student Development Council members would include all areas supervised by position
     • Previously conferred with Susan Harrison and Janice Morse on proposal; they agreed proposed
       committee in keeping with spirit of handbook
     • Intend to conduct aggressive national search as soon as possible due to economic climate

Discussion
   • Having directors for various offices opens up opportunity for career paths not previously available
   • Could have assistant and associate directors
Recommendation made that at least one member of Search Committee be from level below director

- Blend of Academic and Student Affairs made titling difficult
  - Looked at titles for similar positions around country
  - Already have Associate Vice Chancellor for Student Services which covers auxiliary services
  - Units supervised felt Dean of Students needed to be part of title
  - Also brings diversity to level of Associate Vice Chancellor
  - Suggested Dean for Student Development and Diversity flows better and possibly more descriptive
    - Although some felt word development connotes fundraising, word would not be used alone and phrase student development well understood in field as meaning student personal development
  - Would be faculty representing all colleges on search committee in deans, associate or assistant deans, and advising award recipient
  - Can’t blend and represent all and still have committee of reasonable size
  - Nothing in handbook currently covers search committees for this type of position
  - Part of function of current job to be taken over by directors allows some work to be distributed to them
    - May make position more manageable
    - To make two full positions would mean taking one from somewhere else – not an option given current fiscal resources
  - Person would be member of Academic Affairs staff, attend administrative staff and similar meetings
  - Consensus of committee that Provost should move ahead with proposed search committee and search

5. Update on status of Senate Officer Election discussions
- Additional proposal now being considered by Academic Staff Personnel and Faculty Personnel Committees
  - Academic Staff of University Senate elect Academic Staff Representative
  - Faculty of University Senate elect Faculty Representative
  - Entire membership of University Senate votes for Chair; representative receiving most votes becomes Senate Chair, other representative becomes Vice Chair
  - Allows each constituency to elect own representative to System
  - Has been discussed by Academic Staff Personnel Committee; on agenda of Faculty Personnel Committee
- Academic Staff Representative Wilcox has sent memo to all academic staff concerning election of academic staff representative
  - Many wondered about how done in past and why
  - Most felt electing by and from larger body preferable
  - Also preferred experience (as senator and member of Academic Staff Personnel Committee) be built into process
  - Some questioning why faculty would vote for academic staff representative
  - Still discussing newest proposal
    - Some felt may be difficult to find someone to run for representative if slight chance would also become Senate Chair
- Discussion
  - Would result in only two nominations for Senate Chair, but would be additional nominations on representative ballots
  - Some desire to elect representatives at large outside Senate; most felt should be in governance structure and have experience on Senate, Executive Committee and respective Personnel Committee
  - Once discussed by committees, will come back with revised language

6. Finalization of plans for October 29th Advising Open Discussion
- Retention Committee in year-end report recommended both Academic Policies Committee and Faculty Personnel Committee look at how advising evaluated and considered for reappointment, tenure and promotion
  - Also recommended Faculty Personnel Committee develop policies for weighting of advising in personnel actions and for recognition of advising, and develop criteria and procedures of distribution of workload if only some faculty members in department assigned responsibility of advising
  - University Senate voted in December 1996 to keep these issues the responsibility of individual departments and department personnel committees
  - Goal of open discussion would be to determine whether and what action should be taken to revise advising policy
  - Ideas would go through Senate committees and to Senate for action if need shown for university-wide policy
• Since policy currently in hands of department, maybe should be looking for ways to enhance role of department for better advising
• Should include what students are saying
• Interested in what other departments are doing and how to do it better – sort of best practices, models that work
• Consensus to consider what students are saying about current advising, what models for advising and evaluating advising are being used, and what tools are available all framed in positive way from both perspectives (departments and students)
• Need something of substance to come out of meeting – need to plan for next step

7. Miscellaneous Business - None

8. Announcements
• Next week Alcohol Awareness Week
  • Some concern about theme *Knowing Your Limit* giving impression okay to drink if stop before one too far
  • Theme picked because research shows past abstinence themes do not work with college students
  • If this not effective, will try something else next
  • Chancellor talks about alcohol issues at freshman orientation during summer
  • Some parents think gives impression okay to drink when they don’t think it is
  • Many students contend have right to drink; Chancellor informs them when they lose control of faculties and do other things, it becomes issue for someone else
  • Could stress along with right comes responsibility
• Also Disability Awareness Week

9. Moved by Nick Smiar and seconded at 4:25 p.m. that the committee go into closed session under Wisconsin Statute 19.85(1)(c) to consult on appointments to University Planning Committee, University Research and Creative Activity Council and Professional Development Advisory Committee

Motion PASSED unanimously by affirmative votes from following members: Connie Russell, Ronald Satz, Jean Wilcox, Ken De Meuse, Don Bredle, Alex Smith, Rose Jadack, Cleo Powers, Andrea Gapko, Jodi Thesing-Ritter, Nick Smiar, and Susan Harrison

Chancellor Mash present to hear comments of committee on proposed nominees for appointment to University Planning Committee

Assistant Vice Chancellor Lind to be notified committee had no objection to suggested appointments to University Research and Creative Activity Council and Professional Development Advisory Committee

Meeting adjourned at 4:32 p.m.

Wanda Schulner
Secretary to the University Senate