The regular meeting of the University Senate Executive Committee was called to order by Chair Harrison at 3:02 p.m. on Tuesday, February 15, 2005 in the Presidents Room of Davies Center.

1. Minutes of February 1, 2005 approved with word by changed to of in Executive Committee membership paragraph

2. Open Forum - None

3. Review of tentative agenda for February 22, 2005 meeting of University Senate
   - Due to anticipated length of senate meeting, will be briefing/update handout on governor’s budget with time for a couple quick questions; actual presentation at later senate meeting
   - Consensus to approve agenda as distributed

4. Proposed language for University and University Senate Committees
   - Budget Committee Membership
     - Important to have people from all areas; perhaps one from each college sufficient
     - Faculty from Library included because of funding needs and area not represented in colleges
     - Note only two academic staff on committee of 15
     - Also three administrators with votes
       - Are budget people – Academic Affairs Budget Officer, Institutional Planner and Vice Chancellor of Student Services
       - Additionally, Chief Financial Officer and Budget Director staffing committee
         - Bring vital information
       - See problem when voting on governance committee, but not elected

MOTION by Senator Wilcox that Budget Committee include only one administrator selected by the Chancellor DIED for lack of second.

   - What is issue – committee too big, or appointment by chancellor?
   - Committee is large and also no consistency in committee membership
   - Some committees have appointments by chancellor, provost, and Vice Chancellor of Business and Student Services; this just has all three appointed by chancellor
   - On Compensation Committee, those appointees non-voting
   - Feel strongly that need Budget Officer from Academic Affairs, and Vice Chancellor of Business and Student Services there; difficult to operate Budget Committee without them
   - Doesn’t seem that need three selected by chancellor in addition to Chief Financial Officer and Budget Director – those two currently not members of committee

MOTION by Senator Gapko that Chief Financial Officer, Budget Director, and Academic Affairs Budget Officer be ex officio nonvoting members of the Budget Committee DIED for lack of second.

   - Feel important to have Institutional Planner present to furnish data as necessary
• Could still come, particularly when data requested
• See issue not so much who is there, but function of committee
  • Went to first meeting expecting dialogue about budgeting; was information dissemination
  • Expecting active committee because lot going on with budget; was not experience
• For two years on committee, had two meetings per year
  • Only activity was determining planning reserve
• Like any committee, activity is function of chair and times
  • Believe activity few years ago was atypical - partly due to state budget crisis
  • Would suggest not putting committee together in middle of crisis; need it in place beforehand
• Function connected to membership
• Should use quiet times as planning times
• Suggest members of committee take look at membership and function and come back in two weeks with proposal
  • Senators Fennell, Gapko, and Spaeth to form ad hoc committee
• Not good to include position titles in constitution in case of administrative reorganization
• Compensation Committee - should representatives on system working groups on compensation and fringe benefits be voting members of committee?
  • Those representatives now being chosen by chancellor who has been very good about coming to Executive Committee to consult on appointments
  • Perhaps Compensation Committee could be involved in process of selecting those representatives
• Current process has worked well for last several years
• Compensation Committee could talk about, suggest possibilities
• Nominating Committee – no changes suggested
• Technology Committee
  • Would make sense to have Chief Information Officer sit on committee – in ex officio, nonvoting capacity
  • Member of this committee is liaison to CIO’s Technology Advisory Committee
  • Committee originated with separate purpose – to watch technology policies to ensure they were going through governance process
  • CIO often invited and participating in committee meetings

MOTION by Senator Fennell that CIO be a nonvoting member of Technology Committee
POSTPONED to consult current members and CIO.

• Proposed changes for Article Four: College Faculties, Section A, Chapter 3, page 18, to reflect current organization

  The faculty of University of Wisconsin-Eau Claire shall be organized into the faculties of the Colleges of Arts and Sciences, Business, Education and Human Sciences, and Nursing and Health Sciences and Professional Studies which includes the Schools of Education, Human Sciences and Services, and Nursing, and other colleges or schools which may come into being.

  • Title is College Faculties, so Library need not be included
  • Don’t know function of last phrase, but not hurting anything if we leave it alone

MOTION by Senator Stephens to accept changes as shown PASSED without dissention.

• Proposed changes to Faculty and Staff Role in Selection and Evaluation of Administrators, Selection, and Faculty and Academic Staff Review of Administrator Performance
  • Title should match text in use of University Faculty and University Academic Staff
  • Committee reviews academic administrators; administrators in other divisions reviewed by different procedures
  • Odd number of members preferred on committees – should be seven or nine
  • Only University Committee with member elected from faculty or academic staff
  • If no good reason for this complication, could change for simplicity and consistency
• Important to include instructional academic staff

MOTION by Senator Stephens that changes as indicated be made to Chapter 5, pages 77 and 82, of the Faculty and Academic Staff Handbook PASSED without dissention.

TEXT OF MOTION AS AMENDED
Personnel Policies and Procedures, Faculty and Staff Role in Selection and Evaluation of Administrators, Selection, page 77

2. Search and Screen Procedures for the Nomination of Academic Administrative Officers—UW-Eau Claire

Academic administrative officers at or above the rank of Associate Dean are appointed by the Chancellor, following appropriate consultation with University Faculty, University Academic Staff, students, and administrators. Such consultation shall include a search and screen committee; the purpose, structure, and procedures of which are described below:

a. Purpose of the Search and Screen Committee
The committee shall advise and assist the Chancellor by identifying candidates and by assessing their qualifications for the position. It shall recommend candidates for possible appointment.

b. Structure of the Committee
The structure of the committee shall be dependent upon the scope of authority and area of jurisdiction of the administrative officer to be selected.

1) For selection of academic administrative officers whose authority is essentially university-wide, the committee shall consist of one faculty member from the College of Arts and Sciences, College of Business, and each of the colleges Schools in the College of Professional Studies, two three University Faculty members from the faculty at large; two University Academic Staff; two students; and at the Chancellor’s discretion, one or two appointed by the Chancellor from the unclassified staff.

   a) The Dean of each College shall announce and conduct an election. Using its established procedures, the College will elect one person for appointment to the committee and will transmit to the Chancellor the name of the person elected with concurrent notice to the chair of the University Senate.

   b) The University Faculty Nominating Committee shall then nominate at least five six University Faculty as candidates for the two three at large seats, being attentive to affirmative action, equal opportunity, and other considerations. The committee shall report to the Chancellor in a timely fashion, and the Chancellor will include the Nominating Committee report on the agenda of a regular or special meeting of the University Faculty. Any University Faculty member will be eligible to nominate from the floor at that meeting. The University Faculty at large will then, on a ballot including names of the five persons already named to the committee, elect two three at large from the slate of nominees resulting from the procedures described above. If no member of the graduate faculty is among the those five elected from the Colleges and Schools, one of those elected at large must be a member of the graduate faculty.

   c) The University Academic Staff Nominating Committee shall nominate at least three Administrative and/or Professional and two Instructional and/or Research University Academic Staff. Using its established procedures, the University Academic Staff then will elect two representatives.

   d) The Student Senate shall appoint two student members.

   e) The Chancellor may appoint one or two additional members from the unclassified staff.

2) For selection of academic administrative officers whose authority is largely vested in one College or School, such as Dean or Associate Dean, the committee shall consist of five faculty members from the College in the case of Dean, and from the School in the case of Associate Dean, in Colleges or Schools where there are three or more instructional and/or research academic staff, one instructional and/or research academic staff member from the College or School, two students within the College or School, and at the Chancellor’s discretion, one or two appointees by the Chancellor from the unclassified staff.
a) The College or School will, through its established elective procedures, elect five (5) members from and by the faculty.

b) The instructional and/or research academic staff member will be elected from and by the instructional and/or research academic staff in the College or School through its established elective procedures.

c) The Student Senate shall appoint two student members.

d) The Chancellor may appoint one or two additional members from the unclassified staff (US 10/91)

Chapter 5 Personnel Policies and Procedures, Faculty and Academic Staff Review of Administrator Performance, page 82:

PROCEDURE FOR UNIVERSITY FACULTY AND UNIVERSITY ACADEMIC STAFF REVIEW OF ACADEMIC ADMINISTRATORS: CHANCELLOR, PROVOST AND VICE CHANCELLOR, ASSISTANT OR ASSOCIATE VICE CHANCELLORS, DEANS, ASSOCIATE DEANS AND ASSISTANT DEANS

Each administrator is reviewed within three years of the initial appointment and every five years thereafter.

The review is to be conducted by a committee of University Faculty and University Academic Staff. The committee to review the Chancellor, Provost and Vice Chancellor and Assistant or Associate Vice Chancellors will include eight (8) members serving three-year terms—one faculty member elected by the College of Arts and Sciences, College of Business and from each of the colleges Schools in the College of Professional Studies; two [one] members elected by and from the University Instructional Academic Staff; and two members elected by and from the Administrative and Professional Academic Staff. One faculty or academic staff member elected at large. Two or three members will be elected each year in the spring elections. Each year the review committee elects its own chair.

The committee to review Deans, Associate Deans, and Assistant Deans will include three members elected by the University Faculty of the College in the case of Dean and of the School in the case of Associate and Assistant Deans. All members will serve three-year terms. One member of the committee will be elected each year during the spring election. Each year the review committee elects its own chair.

5. Proposed language on establishing the size of minority that can order a Roll-Call Vote
- Inquiries made regarding proper procedures for roll-call voting
  - Bylaws in Faculty and Academic Staff Handbook silent on matter
  - Robert’s Rules of Order encourages representative bodies to include language within bylaws to set minimum votes required to approve a roll-call request
  - For example, one fifth of those present as in Congress
  - Or some portion of those present that is less than a majority
  - Wisconsin Statute 19.88(2) says except in case of election of officers, any member of a governmental body may require that a vote be taken at any meeting in such manner that the vote of each member is ascertained and recorded

MOTION by Ronald Satz to add Roll-Call Vote Bylaw to the Bylaws of the University Faculty, the Bylaws of the University Academic Staff, and the Bylaws of the University Senate seconded and PASSED without dissention.

TEXT OF BYLAW
Roll-Call Vote A roll-call vote may be ordered by any member of the body except for the election of officers. WI Statute 19.88(2).

6. Miscellaneous Business
- Off campus issues taken up by other senates around state – sending letters to governor, regents, legislators; question is what senate wants to do about those issues
- Budget and matching any tuition increases to increased financial aid
- Domestic Partner Benefits and Defense of Marriage Amendment
  - System keeping track of resolutions passed by various senates, faculty, academic staff, and student – UW-Eau Claire University Senate conspicuously absent
- Travel Program
- Trust fund and divestment issues related to Middle East
- Consensus to bring to attention of full senate and set up links to various documents on senate website
- Guidelines for Academic Calendar
  - Consensus to draft document enumerating other guidelines stemming from calendar discussions at senate meetings together with Academic Affairs Administrative Officer

Meeting adjourned at 4:30 p.m.

Wanda Schulner
Secretary of the University Senate