Present: Judy Blackstone, Meg Devine, Mitchell Freymiller, Andrea Gapko, Susan Harrison, Robert Hollon, Robert Hooper, Jennifer Lee, Steven Majstorovic, Donna Raleigh, Scott Robertson, Lois Taft, Steve Tallant, Michael Wick

Absent: Brian Levin-Stankevich, Marty Wood

Guests: Donald Christian, Jan Morse

The regular meeting of the University Senate Executive Committee was called to order by Chair Harrison at 3:10 p.m. on Tuesday, April 17, 2007 in the Presidents Room of Davies Center.

1. Minutes of April 3, 2007 approved as distributed

2. Open Forum
   • No items

3. Review of tentative agenda for April 24, 2007 meeting of University Senate
   • Tentative agenda approved as distributed
     • Fourth item under Miscellaneous Business requested by chair-elect Wood to get discussion on shared governance at UW-Eau Claire started
     • Four question survey to senators, along with senator interest survey, approved for distribution

4. Discussion of Meeting Notice Communication Methods
   • University Faculty and University Academic Staff meeting of April 5, 2007 had approximately ten academic staff and three faculty in attendance
     • Heard from many people that they did not know about that meeting
     • Ballots distributed electronically today contained two errors that could have been caught if people previously looked at nominees
     • Perhaps part of problem is accessibility of pink sheet which takes three clicks from bottom of University Bulletin
     • Some on committee did not believe lack of attendance at meeting was entirely due to pink sheet notice since there was nothing on meeting agenda to compel attendance
     • Provost Tallant indicated pink sheet notice distribution will be changed to facilitate access
     • Administrative Officer Morse also to remind campus that hard copies of pink sheet sent to each entity need to be posted where easily seen

5. Miscellaneous Business
   • Discussion of completeness of minutes and accessibility on web
     • Current senate minutes include much of discussion; may be parts outside world might misinterpret
       • Once posted on web, minutes become very public
       • May want to consider restricting access to people at UW-Eau Claire
     • Restricting access would not pose technological problem
     • Often search other websites to find out what other campuses are doing on particular topic; need accessibility to do that
     • Could also just record in minutes official actions that occur and make discussion notes and details available as separate document
     • At one time, minutes were verbatim record of meetings; have since gone to bullets to highlight discussion and still save paper
     • Has not been an incident; topic surfaced due to sick leave discussion
Think minutes should be as open and public as possible; we have nothing to hide
- Personal and second-hand stories not now included in minutes
  - If use separate discussion notes, then lose validation of approval of that part of record

Provost Tallant provided update on bookstore issue
- Received about 75 emails about bookstore; mostly about problems, but some emails were complimentary
  - Were problems in both rental and purchase area; data confirm bookstore simply not ordering enough books
    - Books and materials for faculty and students paramount to mission so waiting weeks for those materials is intolerable
  - Complaints were categorized and forwarded to Vice Chancellor Soll who then met with bookstore manager
  - Progress being made; Vice Chancellor Soll to report changes made
  - If problems continue, let provost know
  - If cannot work out, will look at new vendor

Update on music therapy program by Provost Tallant
- Preliminary report following accreditation visit for department of music and theatre arts indicated music therapy program must be housed in that department and given adequate resources or program should be eliminated for music to retain accreditation
- Dean Christian analyzed resource, quality and curricular issues and recommended closing music therapy program at UW-Eau Claire
- Because of time of year and required shared governance process to eliminate a degree, provost made decision to move program to department of music and theatre arts for time being and complete analysis during summer to determine future of program
  - Provost will again look at cost, quality and curricular issues and present them in formal way that any department on campus could be held accountable to
  - Will also look at how program fits with strategic plan of college and of university
  - Decision to be announced at first Executive Committee meeting next fall
    - If decision is to close music therapy program, will refer issue to Academic Policies Committee to initiate shared governance process
    - If decision is to keep program open, will have to follow up with resources
- Responses to questions and comments from committee
  - Music therapy program now includes one FTE and 40 majors; one faculty member for a program is problematic
  - Will look for data to determine opportunities for graduates in field; greatest opportunity seems to exist in private sector
  - Eau Claire is last public university in state to offer such a program
  - Will take care of students now enrolled in program; to phase out over four-year period giving every student a chance to get through pipeline
  - Faculty member is tenured and would have good job in department of music and theater arts
  - Would be good to establish a procedure to eliminate programs; to work on criteria and mission centrality
  - Decision not made yet; faculty in program informed along process
  - Move of program to department of music and theatre arts being announced in press release today

Search to start immediately for Associate Vice Chancellor for Academic Affairs and Dean of Graduate Studies
- Letter to start nominations process for members of search and screen committee to go out tomorrow
- Will ask committee to meet during summer
- Will be national search
  - Internal candidates bring real strengths, but want to open it up to see who might be interested
  - Has been no conversation about separating out the two duties

Faculty in Schneider Hall concerned, in light of Virginia Tech tragedy, that second doors in most classrooms in building have been removed resulting in 60-person classrooms with one exit
- Also used to have primary police force on lower campus during business hours; now moved to upper campus
- Phones have been removed from classrooms
• Hibbard, Schneider and Phillips Halls have high classroom utilization but have received no instructions, evacuation plans for buildings, or information on collection points
• Provost Tallant noted there are evacuation plans handled by John Baltes’ office
  • Provost also noted chancellor is concerned about issue of safety: looking at campus responsibilities and also talking about some exercises to ensure readiness
  • Really no way to prevent such tragedy, or close off campus – but will work to minimize any damage
• If want larger presence for campus police, would have to back up with investment in that area

6. Announcements
• None

Meeting adjourned at 3:53 p.m.

Submitted by,

Wanda Schulner
Secretary to the University Senate